

Local Green Space Application Form

This is a form created by the Planning Policy team of Cheltenham Borough Council for the community to request that a site should be designated as Local Green Space (LGS).

A LGS designation is a way to protect green areas from development.

LGS should only be designated when a plan is prepared or updated. We are currently working with Gloucester City Council and Tewkesbury Borough Council on a new Development Plan called the Strategic and Local Plan (SLP). Therefore, we are currently receiving site applications. For more information on timescales please consult the [Local Development Scheme](#).

Any decision on LGS designations will only be confirmed once plan-making process has been finalised. This will include consideration of any LGS designations through the independent examination process, which will be overseen by the Planning Inspectorate.

There are 12 sections in this form, starting with information about the site and then asking for details about any relevant criteria. This includes why should the site be designated as a LGS (planning history, size, need, proximity, why it is special to the community, beauty, historic significance, recreational value, richness of wildlife, any other reasons), and the evidence supporting it.

If you need more information, please consult the [National Planning Policy Framework](#) and the [Planning Practice Guidance](#), or contact the Planning Policy Team at planning.policy@cheltenham.gov.uk

Kind regards,

Planning Policy Team
Cheltenham Borough Council
planning.policy@cheltenham.gov.uk

March 2025

Site Name: _____

1	General Information	Enter an 'X' if relevant evidence provided
1.1	Name and address of site <i>Some sites have several names, and all known names should be given</i>	
1.2	Site location plan <i>The plan can be at any scale but must show the location and boundaries of the site. Please indicate the scale.</i>	
	Insert here or add an Appendix to this document.	
1.3	Organisation or individual proposing site for designation <i>This will normally be a Town or Parish Council or a recognised community group</i>	
1.4	Ownership of site if known <i>Information on land ownership can be obtained from the Land Registry. Some land parcels are not registered, however local people may know the owner.</i>	
1.5	Is the owner of the site aware of the potential designation? Do they support the designation? (Sites may be designated as Local Green Spaces, even if there are objections from the site owners)	
1.6	Photographs of site	
	Insert here or add an Appendix to this document.	
1.7	Community served by the potential Local Green Space <i>i.e. does the site serve the whole village/town or a particular geographic area or group of people?</i>	
2	Planning History	
2.1	Is there currently a planning application for this site? If permitted, could part of the overall site still be used as a Green Open Space? for further information please contact Cheltenham Borough Council Planning Applications team at planning@cheltenham.gov.uk	

2.2	Is the site allocated for development in the existing Development Plan, e.g. Joint Core Strategy, Cheltenham Plan or a Neighbourhood Plan? If allocated, could part of the overall site still be used as a Green Open Space? For further information please contact Cheltenham Borough Council Planning Policy team at planningpolicy@cheltenham.gov.uk	
3	Size, scale and “local nature” of proposed Local Green Space	
3.1	Area of proposed site (in hectares)	
3.2	Is the site an “extensive tract of land”? <i>(Extensive tracts of land cannot be designated as Local Green Space)</i> <i>e.g. how large is it in comparison to other fields; groups of fields; areas of land in the vicinity etc.? Does the site “feel” extensive or more local in scale?</i>	
3.3	Is the proposed site “local in character”? <i>e.g. does the site feel as though it is part of the local area? And why? How does it connect physically, visually and socially to the local area? What is your evidence?</i>	

4	Need for Local Green Space	
4.1	Is there a need for a local green space in this location? <i>e.g. is there a shortage of accessible greenspace in the area? Is there a village that needs a survey or parish plan that provides evidence of that need.</i> <i>Further information – Natural England (Green Infrastructure Standards)</i>	
5	Evidence to show that “the green space is in reasonably close proximity to the community it serves” <i>Please indicate what evidence you have provided against each point.</i>	
5.1	How far is the site from the community it serves? Is the site within 2km of the local community? <i>Possible evidence – a map to show that distance</i>	
5.2	Are there any barriers to the local community accessing the site from their homes? <i>e.g. railway line; main road</i> <i>Possible evidence – a map to show any potential barriers and how those can be overcome.</i>	
6	Evidence to show that the green area is “demonstrably special to a local community”	

	Please indicate what evidence you have provided against each point.	
6.1	Evidence of support from Parish or Town Council <i>e.g. letter of support; Council minutes</i>	
6.2	Evidence of support from other local community groups or individuals. <i>e.g. letters of support; petitions; surveys etc.</i>	
6.3	Evidence of support from community leaders <i>e.g. letters of support from Ward Members; County Councillors; MP etc.</i> <i>Further information on these contact details – Cheltenham Borough Council, Gloucestershire County Council, House of Commons</i>	
6.4	Evidence of support from other groups <i>e.g. letters of support from organisations such as Campaign to Protect Rural England; local amenity societies; local schools etc.</i>	
7	Evidence to show that the green area “holds a particular local significance, for example because of its beauty,” (if applicable) Please indicate what evidence you have provided against each point.	
7.1	Is this criteria relevant to this site? (Yes/No)	
7.2	Describe why the community feels that the site has a particular local significance for its beauty.	
7.3	Site visibility <i>e.g. is it easy to see the site from a public place? Are there long-distance views of the site? Are there views of the site from any key locations?</i>	
7.4	Is the site covered by any landscape or similar designations? <i>e.g. Area of Outstanding Natural Beauty; Conservation Area; Special Landscape Area</i> <i>Further information – Cheltenham Borough Council; Natural England;</i>	

7.5	Is the site (or the type of site) specifically mentioned in any relevant landscape character assessments or similar documents? <i>e.g. Cotswolds AONB landscape character assessment. Further information – Natural England; Cotswolds Conservation Board</i>	
7.6	Does the site contribute to the setting of a historic building or other special features?	
7.7	Is the site highlighted in literature or art? <i>e.g. is the site mentioned in a well-known poem or shown in a famous painting?</i>	
8	Evidence to show that the green area “holds a particular local significance for example because of its <u>historic significance</u>” (if applicable) <i>Please indicate what evidence you have provided against each point.</i>	
8.1	Is this criteria relevant to this site? (Yes/No)	
8.2	Are there any historic buildings or remains on the site? <i>e.g. listed buildings; scheduled ancient monuments; registered parks and gardens; war memorials; other historic remains or structures.</i> <i>Further information – Cheltenham Borough Council; Historic England; Gloucestershire Historic Environment Record; Gloucestershire Archives; local history society;</i>	
8.3	Are there any important historic landscape features on the site? <i>e.g. old hedgerows; ancient trees; historic ponds or historic garden features</i> <i>Further information – Cheltenham Borough Council; Historic England; Gloucestershire Historic Environment Record; local history society</i>	
8.4	Did the site play an important role in the historic development of the village or town? <i>e.g. the old site of the town railway station; the old garden for the manor house etc.</i>	
8.5	Did any important historic events take place on the site?	

8.6	Do any historic rituals take place on the site? <i>e.g. well-dressing; maypole dancing etc.</i>	
9	Evidence to show that the green area “holds a particular local significance, for example because of its <u>recreational value</u> (including as a playing field)”, (if applicable) <i>Please indicate what evidence you have provided against each point.</i>	
9.1	Is this criteria relevant to this site? (Yes/No)	
9.2	Is the site used for playing sport? <i>If so what sport? How long has it been used for sports provision? Is this sports provision free or is club membership required?</i> <i>Further information – Sport England</i>	
9.3	Are the public able to physically access the site? <i>e.g. are there any public rights of way across the site? Or adjacent to the site? Has access been allowed on a discretionary basis? Is there public access to the whole site or only part? Is there good disabled access to the site? (A site can still be designated even if there is no public access.)</i> <i>Further information – Gloucestershire County Council</i>	
9.4	Is the site used by the local community for informal recreation? And since when? <i>e.g. dog walking; sledging; ball games etc</i>	
10	Evidence to show that the green area “holds a particular local significance, for example because of its <u>tranquillity</u>” (if applicable) <i>Please indicate what evidence you have provided against each point.</i>	
10.1	Is this criteria relevant to this site? (Yes/No)	
10.2	Do you consider the site to be tranquil? <i>e.g. are there any roads or busy areas close by?</i>	
10.3	Is the site within a recognised tranquil area? <i>e.g. within the Campaign to Protect Rural England’s tranquillity maps</i>	

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11	<p>Evidence to show that the green area “holds a particular local significance, for example because of the <u>richness of its wildlife</u>”; (if applicable) <i>Please indicate what evidence you have provided against each point.</i></p>	
11.1	Is this criteria relevant to this site? (Yes/No)	
11.2	<p>Is the site formally designated for its wildlife value? e.g. as a site of special scientific interest; a key wildlife site etc Further information - Natural England; Gloucestershire Centre for Environmental Records</p>	
11.3	<p>Are any important habitats or species found on the site? e.g. habitats and species listed in the UK priority habitats and species lists or Gloucestershire Biodiversity Action Plans or protected species or on the red/amber lists of birds of conservation concern. Further information - Natural England; Gloucestershire Centre for Environmental Records; National Biodiversity Network; RSPB</p>	
11.4	<p>What other wildlife of interest has been found on the site? Further information - Natural England; Gloucestershire Centre for Environmental Records; National Biodiversity Network;</p>	
11.5	<p>Is the site part of a long-term study of wildlife by members of the local community? e.g. long-term monitoring of breeding birds.</p>	
12	<p>Evidence to show that the green area “holds a particular local significance, for <u>any other reason</u>”; (if applicable) <i>Please indicate what evidence you have provided against each point.</i></p>	
12.1	Is this criteria relevant to this site? (Yes/No)	
12.2	Are there any other reasons why the site has a particular local significance for the local community?	