

# **Alnwick and Denwick Neighbourhood Plan Steering Group**

Minutes of meeting held on 16<sup>th</sup> April 2013  
Council Chamber, Clayport Street, Alnwick

## **Present:**

Alan Symmonds, Mayor of Alnwick Town Council (Chair)  
Rachel Roberts, Alnwick FoE/Transition Alnwick  
Martin Murphy, Transport topic lead  
Sue Patience, Gallery Youth  
David Lovie, Alnwick Civic Society  
Marc Johnson, CAN  
Philip Angier, Alnwick Chamber of Trade  
Colin Barnes, Northumberland Estates

## **In Attendance:**

Peter Biggers, Project coordinator  
Bill Batey, Alnwick Town Council  
Charlotte Colver, NCC  
David English, NCC  
Kevin Bartlett, NCC

## **Apologies:**

Cllr John Taylor, Denwick PC,  
Cllr Roger Styring, NCC  
Ian Walker  
Cllr Gordon Castle, NCC

## **1. Minutes of the last meeting:**

Approved as a true record

## **2. Matters arising not on the agenda:**

2.1 Community support to be discussed on the next agenda. In the meantime agreement on the way forward will be discussed via e-mail. The Town Council has agreed to be the accountable body

2.2 "Locality" could be available for assistance post the end of May, but following previous discussion may not be needed

2.3 Adjacent parishes have been circulated with questionnaires

## **3. Consultation analysis:**

3.1 Emma had spent 43 hours inputting data from the questionnaires. At £6.20 per hour this comes to £266.60. **Agreed to pay this on invoice.** There had been 561 separate returns

3.2 Emma to be asked to list comments in topic heading and include a "general category. This will enable the steering group to pick out "themes". **Bill Batey to produce headings and approach Emma re the work**

3.3 There followed a discussion and comments on the results of the questionnaire.  
**Bill Batey to pass on the thanks of the committee to Emma for her hard work**  
**Charlotte Colver to look at the postcode distribution of the returns**

#### 4. Designation of the plan area:

4.1 There had been a six week consultation and no objections/comments were received. Karen Ledger, on behalf of the County Council, had written to Bill Batey to confirm designation

#### 5. Budget update:

5.1 A copy of the accounts was presented to the meeting:

At 31<sup>st</sup> March 2013:

<b>Budget 2012/13 £12,000 plus £675 unspent in 2011/12</b>	<b>£12,750</b>
Co-ordinator (April-Dec)	£8265
Issues & Options Consultation Printing Costs (Questionnaire/booklets)	£2084.72
Display Boards	£264.00
Room Hire-St James Church Hall (twice) & Northumberland Hall	£424
Consultation Event Support (Chris Anderson)	£234
Consultation Event Refreshments (May)	£84.81
Postage Costs for Returns	£114.52
Market Stall Hire	£80
Website	£600
Bill Grisdale Design	£437.50
Cryer (Distribution)	£280
Alnwick Young Peoples Assn	£45
<b>Total</b>	<b>£12,913.55</b>
<u>2013/14</u>	
• Data Entry £266.60	

#### 6. Developing a Spatial Strategy:

6.1 Peter Biggers introduced the topic. The purpose was to discuss spatial proposals from the topic leads and produce a map for discussion at the May meeting. It was suggested that the May meeting would also be an opportunity to invite statutory consultees to introduce them to the Alnwick and Denwick Neighbourhood Plan. It is not a problem if proposals clash at this stage, this issue should be resolved at the May meeting.

6.2 How would the May meeting work and how will results from the questionnaire be included? Topic leads to look at the results and take these into account when drawing up the spatial proposals and through discussion in May

6.3 Concern was expressed that the Partnership could be seen as producing the plan outside all the work carried out by the steering group over the last year. If the discussions are led by the topic leads then the proposals will be directed by the steering group and the leads take into account comments from the partnership. The comments from the partnership should be based on information provided by the steering group.

6.4 At the May meeting there will be an opportunity to use Powerpoint to show links and special implications from each topic.

6.5 The May meeting will consolidate the work done so far. It was noted that the housing figures for the County would not be available in May from the County Council but the indicative figures used so far can be used as a starting point to develop proposals.

6.6 **Constraints:** The County Core Strategy does not have many specific physical constraints. Policy constraints include: Town centre boundaries, primary shopping areas, conservation areas, registered parks and gardens, TPOs, and PPG17 open space.

6.7 There is a need for a separate “landscape character” overlay map

6.8 The proposed new school has implications on the retail area and linkages across the town

6.9 The Neighbourhood Plan could be used to define the retail area

6.10 **Assets:** These include key views and entry points and also the setting of the town in the landscape. The following assets were noted:

- Compact town with walking access
- Lanes linking the town centre
- River and the castle
- Areas of open space such as the Lindisfarne school playing fields
- Approaches to Alnwick e.g. via Canongate Bridge

6.11 The following was also noted:

- There was a need to properly identify public routes as well as private pathways
- SHLAA sites should not be taken as an indication of which land may end up being developed and may be constrained by other factors
- The biomass plant and sawmill behind Hotspur Court has already been approved as has development on the Willoughby's Bank
- A map layer is needed showing existing planning permissions
- **The topic leads need to provide information on specific proposals that require land-both existing and future**
- We should not only look at green space for natural enhancement but also add local green space (cherished open space) to be protected under the new powers in the Localism Act.
- Allotment land needs to be identified

## **7. Any other business:**

7.1 The Mayor thanked the steering group for their hard work during his tenure and the meeting thanked the Mayor for his patience as chair of the meetings.

7.2 Topic leads to think who else should be invited to the May meeting (interested individuals/groups). **Information to Bill Batey by Monday**

**7.3 David English to provide a list of statutory consultees to Bill Batey by Monday**

## **8. Important dates:**

8.1 W/C May 13<sup>th</sup>: One to one meetings between Peter Biggers and topic leads to put the spatial maps together. Peter Biggers to then meet with David English and Charlotte Colver to prepare a composite map of proposal options.

**8.2 May 21<sup>st</sup>, 6.30pm Partnership meeting to discuss spatial plan**

8.3 26<sup>th</sup> April, 3.30 Gallery youth. Meeting of Community Engagement Sub Committee

KB 17/4/13