

Alnwick and Denwick Neighbourhood Plan Steering Group

Minutes of a meeting held on 15th January 2013

Council Chamber, Clayport Street, Alnwick 6.15pm

Present:

Alan Symmonds	Alnwick Town Council (chair)
John Taylor	NCC
Martin Murphy	Transport Topic
Peter Reed	Civic Society
Sue Patience	Galley Youth
Rachel Roberts	Environment (6.45)
Philip Angier	Local Living (7.00)

In Attendance:

Peter Biggers	Plan Co-ordinator
Bill Batey	Alnwick Town Council
Charlotte Colver	NCC
Kevin Bartlett	NCC

Apologies:

David English, Marc Johnson, David Lovie

1.0 Minutes of the last meeting (20th November):

1.1 Correction: At 3.1 bullet 3: "Would include the testing of the published aims"

1.2 Approved as a true record

2.0 Matters arising not on the agenda:

2.1 Item 4.3: Andrew Duff has produced the tourism paper. The meeting to send thanks to Andrew for his efforts in producing this paper

2.2 Item 4.4: Gordon Castle had produced the questions and a summary of the education paper. This has been commented on by Maurice Hall. The meeting to send thanks to Gordon for producing this work

2.3 Item 5.6: 18th February now the end of the consultation

2.4 Item 5.3 Denwick Parish Clerk arranging a meeting to discuss the plan

3.0 Partnership meeting 18th December:

3.1 Martin Murphy should be on the attendance list

3.2 Gordon Castle represents the Town Council

Matters arising are covered by the main agenda

4.0 Other items not on the agenda:

4.1 Kate Thompson from CLG met representatives¹ of the steering group on 14th January 2013 as she was unable to attend the full steering group.

4.2 Feedback to CLG included:

- Doing a plan is not cheap and the process is onerous for volunteers
- When Neighbourhood Planning is rolled out, smaller parishes may not be able to afford to do it or may have limited volunteer resources.

4.3 Kate confirmed that a new support package has been prepared by DCLG including:

- £5,000 grant to the County Council to cover the cost of dealing with neighbourhood area designation applications;
- £5,000 grant to the County Council to cover the cost of publicising neighbourhood plans when they are submitted prior to independent examination;
- £20,000 grant to the County Council to cover the cost of independent examination and referendum if the plan is taken to that stage. This grant is only payable where a plan successfully passes independent examination;
- Additional direct support to communities preparing plans and financial support by application up to £7000 will be available direct to communities (through the Town Council) at any stage of the Plan to support preparation of the plan;

A meaningful proportion of any Community Infrastructure Levy (CIL) raised by the County Council would be passed to local areas where development takes place. This is now set at 15% for all areas, with an additional 10% for those areas where a neighbourhood development plan has been through referendum and made by the County Council. However the CIL charging regime has to be in place first.

4.4 Other notes:

- CLG consider the mechanism for producing a Neighbourhood Plan should be chosen locally
- Kate Thompson is to send information to Peter about other neighbourhood plans that have now been published for consultation as examples of current practise.
- Purdah period for the elections starts on 25th March. Consultation events on the Neighbourhood Plan will be finished by then.

5.0 Issues and Options Consultation:

¹ Alan Symmonds; Peter Biggers; Sue Patience; David English (NCC); & Charlotte Colver (NCC)

- 5.1 Do we need another consultation event as the 18th December meeting was short on numbers?

It was noted that the first questionnaire returns had a number of people expressing a wish to become further involved. If the Steering Group waits until near the end of the consultation period there may be sufficient people to add to those already wishing to become involved to hold a consultation event similar to that held last July. This could be during w/c 18th March to, pre-purdah, and coincide with the next proposed community partnership meeting date.

- 5.2 Further events: Help needed on 25th January at the Farmers market 10am-2pm and again at the Saturday Market on February 16, from 10am-2pm. The Group would like to use the Northumberland Hall, which has disabled access, but the cost from the County Council to hire the Hall for each event would be £100.

Action: Charlotte Colver to investigate whether NCC can either pay the accommodation fees for Northumberland Hall or have payment waived, as part of the County Council support for the Plan.

- 5.3 NCC Core Strategy consultation event will take place on 20th February in Alnwick. To provide clarity about how the Core Strategy and Neighbourhood plan fit together and in view of adjacent consultation periods NCC will invite the ADNP Steering Group to provide manned or un-manned displays and material, relevant to the ADNP, for the NCC consultation event in Alnwick.

Event details (provided by Kevin Bartlett after meeting): The event will take place at St. James' Centre, Pottergate, Alnwick from 10.30am-8.00pm when the public can 'drop-in' at any time. There will also be two workshop sessions, from 11am-1.00pm and 6.00pm-8.00pm, for more in-depth discussion.

- 5.6 The Pottergate Centre are reviewing the questionnaire for those with learning difficulties and those with visual impairments.

Actions

Sue Patience - Boxes for collecting returned questionnaires to be distributed this week

Sue Patience with Ian McRae and Steve Barrigan is going into the high school in a fortnight to distribute and allow discussion on consultation questionnaires.

Alan Symmonds to contact the residential homes to see how many questionnaires they would need for their residents.

January, 25th Sue Patience and Peter Biggers to attend Lionheart Radio Broadcast.

Cryer to be approached to identify areas where they do not deliver and Upper Barrasdale to be delivered by volunteers from the community centre.

- 5.10 Discussion with Denwick to be arranged as soon as possible. The questionnaire needs to be delivered to Denwick and Denwick Detached.

5.11 The website now has the current consultation questionnaire online. The Steering Group expressed sincere thanks to Bill Grisdale for his time and financial contribution to the excellent website, booklets and questionnaires.

6.0 Next Steps

6.1 Peter Biggers to put together a template for the method and format for the next stage. Topic leads need to indicate if they are comfortable with working towards this next stage and need to indicate at an early stage if they are willing to continue.

6.2 There needs to be a stage in the process where policies are checked for robustness in the planning process.

6.3 Pdf files of all plans already submitted are to be supplied by CLG so they can be looked at for format ideas for Alnwick. Community Actions and planning policies need to be separately identified in the Neighbourhood Plan.

6.4 Locality (Urban Vision) to be invited back in March to do exercises around policy writing. This needs to be done before the refining work takes place.

6.5 The County Council Core Strategy Preferred Options does not yet have housing and employment land allocations. The County Council has commissioned additional work to look at how many new households would need to be accommodated through new Core Strategy policies.. This work will influence the Neighbourhood Plan and affect its time frame because of the need to ensure conformity with strategic policies in the Core Strategy.

6.6 Timings: Autumn 2013 for the draft plan with the consultation over autumn/Winter 2013. Examination and Referendum in 2014

6.7 It was requested that the County council should engage with Neighbourhood Plan on housing details so that Neighbourhood plans may influence the core strategy

6.8 Time is needed to get a first draft of topics and then feedback to refine these papers.

7.0 Budget update:

7.1 As at 15th January expenditure for 2012/13 was £10,238.96

7.2 Likely outturn for 2012/13 is £13,100

Date of Next Meeting: 19th February 6.30pm at the Alnwick Council Chamber.