

**Alnwick and Denwick Neighbourhood Plan Steering Group
Clayport Street, Alnwick, 18 March 2014, 6-8:30pm**

Present:

Martin Murphy, Transport topic
David Lovie, Heritage and culture topic
Roy Todd, Education topic
Philip Angier, Retail and town centre topic

In Attendance:

Peter Biggers, Project Coordinator
Bill Batey, Alnwick Town Council
David English, NCC
Charlotte Colver, NCC

1.0 Apologies received from:

Bill Grisdale, Sue Patience, Colin Barnes, Rachael Roberts, David Farrar,
Gordon Castle, John Taylor, Kevin Bartlett

2.0 Minutes of the last meeting:

The minutes of the meeting held on 18 February 2014 were approved.

3.0 Matters Arising:

- 3.1 Bill B to follow up discussion with County Council re the status of the plan.
- 3.2 (Item 3.1) contact still to be made in relation to aerial photos
- 3.3 Martin noted that draft Town Centre policy TC5 duplicates Transport Policy.

4.0 Planning Practice Guidance – briefing from Peter Biggers:

- 4.1 New Government guidance that streamlines guidance previously available in a wide range of circulars and letters from the Secretary of State was published and took effect on 06 March 2014. The status of the guidance is not as significant as legislation and regulations but Neighbourhood Plans must conform to it. Peter provided a web link to the relevant page and suggested that the steering group members should have a look at it.

5.0 Community engagement update - meeting with Barbara Henderson and Harry Henderson

- 5.1 In Sue's absence Peter told the group about the meeting held on 07 March 2014. Barbara Henderson, radio and newspaper journalist has agreed to prepare an easy access, story version of the emerging neighbourhood plan. It was noted that there will be a fee. Harry Henderson, local photographer and film-maker has agreed to use film and DVD clips to paint a picture of the plan in a different way. He and Barbara will work together to ensure the storyboard is consistent.
- 5.2 Timing is an issue and topic leads agreed to have current and in some cases slightly amended draft chapters to Barbara by the end of March or early April.
- 5.3 Martin asked when the next full partnership meeting was due and it was agreed that this could be held in place of the scheduled steering group

meeting in May or June. It was noted that another formal questionnaire would be required to focus on the proposals.

6.0 Drafting the Plan

- 6.1 Progress on policy review workshops - Peter reported that with assistance from external reviewers, notably David Cross who had reviewed three topic chapters, a useful series of workshops had been held. No profound concerns had been raised and all the workshops resulted in positive changes to the chapters under discussion. The housing chapter and development strategy chapter remain to be taken through the review process. Peter tabled a chart to show chapter by chapter progress.
- 6.2 Detailed discussion took place on the chapters listed below. The need for consistent style for the pre-submission draft was discussed and the current wide range of styles acknowledged. Peter and Philip took note of specific comments made in relation to the chapters:
- Economy and employment chapter revised version - Peter
 - Retail and town centre chapter (revised) – including revised Market Place section (Philip)
- 6.3 Dates were discussed for and additional meeting to sign off the remaining draft chapters and Peter will send out potential dates by email.
- 6.4 Bill B noted that a large number of proposed community actions required action by the town Council and it was agreed that once drafts have been finalised they would be submitted to a special meeting of the Town Council to discuss and hopefully ratify relevant community actions. A similar process may need to happen in relation to community actions by other stakeholders.

7.0 Budget Update

There had been no additional expenditure since the last meeting, so expenditure remained at £7,313.51. It was noted that Bill G is currently obtaining quotes for printing a 100 page wire-bound document.

8.0 AOB

- 8.1 David E drew the group's attention to the urgent need to start work on a Strategic Environmental Assessment (SEA). He asked whether the group is in a position to request a 'screening opinion' from NCC based on analysis of drafts. He confirmed that:
- if the plan includes any land allocations it will require an SEA
 - lack of SEA is likely to hold up the plan process at pre-submission and legal challenges on SEA are increasing
 - the SEA needs to be able to test alternative proposals
 - Peter confirmed that he will be submitting a formal request to NCC for SEA scoping opinion.

Date of Next Meeting:

Additional meeting date to be confirmed otherwise... **note the scheduled meeting on Tuesday, 15 April 2014, at Clayport Street will start later at 7:30pm.**