

Alnwick and Denwick Neighbourhood Plan Steering Group

Minutes of meeting held on Tuesday, September 16th, 2014

Mechanics Institute, Percy Street, Alnwick at 6.30pm

Present

Bill Grisdale, Mayor Alnwick Town Council (Chair)

David Lovie, Alnwick Civic Society

Martin Murphy, Transport topic lead

Peter Biggers, Project Coordinator

Rachael Roberts, Alnwick Friends of the Earth/Transition Alnwick

Bill Batey, Alnwick Town Council

Susan Patience, Gallery Youth

Philip Angier, Retail and town centre topic lead

1.0 Apologies

Cllr Gordon Castle, NCC

David English, NCC

Roy Todd, Education topic lead

Peter Rutherford NCC

Colin Barnes, Northumberland Estates

2.0 Minutes of Last Meeting

- 2.1 The tabled version of the Minutes of the meeting held on 19th August 2014 were agreed as a true record.

3.0 Matters arising not on the agenda

- 3.1 There were no matters arising not covered by the agenda.

4.0 SEA Scoping and Assessment

- 4.1 Peter updated on the Strategic Environmental Assessment (SEA) requirements, the discussions with NCC and the responses he had received from a few group members. Generally NCC wanting to follow guidelines re relevant policy documents and Peter felt that some of the policies are of questionable statutory weight. Peter has suggested that Section 6 be developed and extended so that in particular the statutory consultees had an opportunity to comment on the proposed methodology. He outlined the proposed timescale which would see a workshop in early November and completion in February 2015

Actions

- ❖ **Peter to circulate updated document.**
- ❖ **Peter and Bill to discuss if it may be possible to bid for some funding from Locality to assist NCC with SEA**

5.0 Community Engagement for the Draft Plan

Sue updated on progress. Three events had taken place in the market place, the last one would be as part of the food festival. DVD had worked well and is being shown in

Penrose's and in the Playhouse. Looking also to do something at the Pottergate Centre and the High School (through geography classes).

A two page document had been circulated with the agenda giving some of the early responses and showing the layout to be used. Bill Batey reported that some 73 comments had so far been received.

The group discussed the drop in and discussion forum which was booked for 18th September at St James's Church Centre Pottergate. A draft programme had been circulated. It was agreed that

- Bill, Sue and Peter would cover the drop in
- So far 23 attending the discussion forum, but numbers likely to increase to hopefully 40.
- One page summary of each topic to be provided by topic leads.

Actions

- ❖ **Reminders to be sent if possible. Bill to contact Carlo Biagioni.**
- ❖ **Bill to contact Denwick about the consultation process.**
- ❖ **David Lovie to send a copy of his 1 page summary to other topic leads as a template**
- ❖ **Bill to organise refreshments**
- ❖ **Peter to discuss electronic voting with Peter Rutherford**

6.0 Budget update

Bill provided a budget provision statement. Expenditure to date was £10,416 from the budget of £16,650. In addition, a further almost £3,600 had been committed up to the end of September. This meant that only about £2,600 was left for the remainder of the year. The costs still to come were the coordinator costs beyond September and the modification/printing costs of the final plan.

7.0 AOB

7.1 None.

8.0 Date of next Steering Group meeting

The next meetings will be held as agreed on the 21st October 2014 at 6.30pm in the Mechanics's Institute, Percy Street.