



ALNWICK COMMUNITY PARTNERSHIP STEERING GROUP

Minutes of meeting held on
Tuesday 28th June 2011, 6pm
The Centre, 27 Fenkle Street, Alnwick

Present

Cllr. Alan Symmonds (Mayor)	Chairman
Bill Batey	Alnwick Town Council
Cllr. Geoff Watson	Secretary
Tom Bowes	Alnwick Tourism Association
Cllr. Rachael Roberts	Transition Alnwick
Cllr. Sue Patience	Gallery Youth Project
Charlotte Colver	NCC
David English	NCC
Clive Mattison	Freemen of Alnwick
Colin Barnes	Northumberland Estates
Peter Halliwell	Willowburn Sports & Leisure Centre
Anne Shilton	ACDT
Carlo Biagioni	Alnwick Chamber of Trade
David Taylor	Alnwick Chamber of Trade
Carys Thomas	ACDT
David Lovie	Alnwick Civic Society
Peter Biggers	Argyle Planning Limited
Maurice Hall	Duchess's Community High School

The Chairman, Alan Symmonds welcomed everyone to the meeting.

1. Apologies for absence

There were no apologies.

2. Minutes of previous meeting

As this was the first meeting of the new Steering Group there were no previous minutes.

3. Matters arising

There were no matters arising.

4. Area Development Plan for Alnwick

The Chairman asked PB to describe the work done so far.

PB referred to the map produced at the Partner Event on the 26th March and said that the map was a useful starting point but was not cut and dry and could be updated as the plan progressed. SP said that the map looked similar to the one previously given to the Town Council. PB replied that the map had been independently arrived at and was a result of the initial group discussions which produced the top 3 wishes which then fed into the larger group for general discussion. The group generated the issues and this was put down on the map. He reiterated that this was not a final document and may well be amended. The Chairman confirmed that the map was a distillation of all of the ideas from all of the groups present at the 26th March event.

PB continued by saying that the Community Partnership had agreed to set up this steering group and set out the terms of reference and what we hope to achieve. The Localism Bill which was expected to become law by the end of this year incorporated changes to the planning system around neighbourhood planning. The Bill allows local councils to prepare plans for their neighbourhoods. We are at the draft stages of preparing the plan and the document gives a focus for the steering group. He added that the steering group should be limited in number in order to make progress. It was also noted that should representatives be unable to attend a meeting, a stand-in representative is allowed.

There followed a discussion on the membership of the group and representation. It was agreed that a County Council member should be added to the group and that they should be nominated by NCC. The discussion turned to the steps to be taken and the requirements for endorsement by the Town Council.

CB asked when the formal resolution would be passed to the Town Council. BB replied that there were key steps to be taken and it was hoped that the plan would be ready for the Town Council's September meeting. PB referred back to the draft terms of reference and described them as:

- The Steering Group to take responsibility for the scope of the plan.
- Managing the process – move ahead in as time effective way as possible.
- Build close working relationship with local planning authority – There will be a higher level strategic plan which neighbourhood plans need to feed into.
- Keep an eye on requirements placed on us in preparing the plan
- Resourcing the plan – in terms of money and manpower
- Community engagement – wide a base as possible
- Gathering evidence in conjunction with NCC
- Assess the options and prepare draft for NCC and wider consideration

CB asked about the original community plan and how it links with the development plan. GW described the community plan and said that it became clear that many of the priorities that had been identified in the community plan would be encompassed within the development plan. It was then decided to concentrate the resources of the Community Partnership on the development plan which would then deliver many of the priorities on the original list.

PB said that there will be rapid progress in the early stages but that we will have to take note of the emerging legislation. DT said that he was concerned that the development plan will commit the Community Partnership to the strategy the plan describes. PB replied that the plan would have to be endorsed by the community. The community should make the decisions on what happens in the town. The mechanism of the plan allws the community to decide what is best for Alnwick. The Chairman added that the plan is not designed to be rigid and identifies the aspirations of the community.

Following a request, it was agreed that all documents relating to the development plan would be made available on the Trust website.

It was noted that the Community Partnership is open to all individuals and groups and that this needs to be promoted to give people a chance to be involved. The partnership needs to operate in a way that is interactive. Following discussion it was agreed to:

- Draft a press release (Action BB PB GW).
- Consider a Saturday market stall with information on the Community Partnership and the development plan.
- Consider how to involve local newspaper & radio
- Set up a facebook/twitter page – facebook already set up for community partnership (Action SP)
- Consider drop in session - Autumn

DT said that supported the idea of a drop in session as it was a good opportunity to get people involved early in the process. RR said that the group should be open to ideas on how we capture information from the community. It was agreed that the Town Council would discuss the consultation at their meeting on the 8th September (Action BB).

PB said that the group should build partnership links with NCC and that he had had an initial brief discussion with Karen Ledger at NCC and that she had said NCC would be happy to work with communities preparing plans and that there was a link office which gave a direct point of contact.

DE said that there were 90 pilot schemes operating nationally and that Allendale was one of the pilots and they were at a similar stage as Alnwick. DE described the progress of the Allendale pilot.

The Chairman said that he welcomed NCC involvement, input and support in steering the process of Alnwick's development plan. PB said that it was important to keep focused and keep the project moving and that he would prepare a project timeline to monitor progress. A discussion followed on a realistic timescale and what was feasible. It was generally felt that the steering group should crack on up to the draft stage and then see what shakes out of the legislation. The costs of the project were also discussed and it was noted that costs could vary between £17k - £63k. It was felt that the Alnwick development plan would be near the lower level. The possibility of grant assistance was also discussed (Action GW).

Other things to do were:

- Arrange meeting with NCC
- Develop communication – website etc
- Draft press release
- Mailing list
- Minutes to all
- Arrange monthly meetings – Tuesday pattern

As there was no further business the Chairman thanked everyone for attending.

Dates of next meetings:

Tuesday 26th July, 6.30pm – The Centre, 27 Fenkle Street, Alnwick

Tuesday 20th September, 6.30pm – The Centre, 27 Fenkle Street, Alnwick