

**MINUTES OF DURHAM CITY NEIGHBOURHOOD PLANNING FORUM
ON FRIDAY 25 APRIL 2014**

Item No.	Discussion
Present	Roberta Blackman-Woods MP (RBW), Nick Rippin (NR), Roger Cornwell (RC), Jonathan Elmer (JE), Sue Childs (SC), Mike Costello (MC), Pippa Bell (PB), Jonathan Lovell (JL),
1. Apologies	Teresa Hogg, Cllr David Freeman, Cllr Richard Ormerod, David Hook, Frank Newton, Johnson Dent, Malgorzata Bialek, Ann Evans, Kirsty Thomas, Chris Plummer, Steven Bell, Cllr Nigel Martin, Kevin Turrington, Terry Turrington
2. Minutes of the previous meeting	Members present received copies of the previous minutes
3. Matters arising	<p>The minutes were moved and seconded as a true record. SC indicated that she had received confirmation that the DCNPF now has a functioning bank account.</p> <p>Members fed back about the recent training event, with many feeling this particularly helpful in putting together an action plan, and highlighting areas where further work is required.</p> <p>NR to draft communications protocol for members. NR to contact John Murphy to arrange transfer of funds.</p>
4. Position of Chair	<p>A discussion was had around the vacant position of Chair of the DCNPF. It was agreed that not having a permanent Chair was not a position of strength for the forum, and it was therefore agreed that Roberta Blackman-Woods MP would take the position. RBW indicated that she would be looking to move forward quickly with the development of a plan.</p> <p>It was therefore agreed that at a future date the forum would look to form a Task and Finish sub group.</p> <p>RBW indicated that it would useful for the Executive Committee to meet fortnightly, starting from the New Year</p> <p>The forum wished to place on record its thanks to the former Chair Muriel Sawbridge for all the work she did in getting the DCNPF to this point.</p>
5. Durham City Research Project	<p>RC outlined that he had made contact with Colin Haylock, a planning consultant, who is working with University students to support groups producing Neighbourhood Plans. The students are looking to support from January.</p> <p>RC agreed that he would make contact again with Colin to indicate that the DCNPF would be interested in working with his</p>

	group, and to lay out terms of reference.
6. Progress of Plan	A discussion was had about the progress of the County Durham Plan. Thanks very given to SC for attending the EiP hearings on behalf of the DCNPF.
7. Examination in Public	<p>Policy 32 was discussed at length by the forum. It was agreed that the Policy in its current form was not adequate to deal with the issues of increasing numbers of HMOs and PBSA within Durham City.</p> <p>It was identified that the Policy:</p> <ul style="list-style-type: none"> • Is not strategic – the Inspector indicated that it should be. • Does not seem to cover the points of the Manchester City Council Policy. • Should include additional licencing of HMOs. • Does not address health and safety issues linked to large numbers of HMOs. • Should include a car policy for students. <p>A further discussion took place about the meeting organised by Durham County Council for the afternoon of 7 November 2014 for all objectors to Policy 32. This meeting is to discuss potential changes to Policy 32. It was agreed that different objectors need to find common ground to work on, and that they set the agenda for the issues with Policy 32.</p>
8. Date, Time and Place of next meeting	It was agreed that an extraordinary meeting of the DCNPF would take place on 12 November 2014 to discuss the outcome of the meeting with Durham County Council on Policy 32 of the County Durham Plan. This will take place in the Miners' Hall at 1pm.
9. Any other business	No other business was raised.