

**Durham City Neighbourhood Planning Forum
Working Group Meeting, 10 January 2017, Miners' Hall**

Present: John Ashby, Pippa Bell, Sue Childs, Roger Cornwell (Chair), Ann Evans, Peter Jackson, John Lowe, David Miller, Matthew Phillips, Angela Tracy, Ros Ward.

Apologies: Adam Deathe, Carole Dillon, Karen Elliott,.

This was the first of the special meetings this month to ensure progress in the preparations for the public consultation on the draft plan.

1. Consultation on Restricting “To Let” Boards

Roger noted that DCC had started a consultation on this. There was some confusion about the end date: 3 or 17 February? **Roger** would check this.

2. PBSA at Mount Oswald

Roger reported that Banks Group has submitted a planning application for an 850 bed PBSA on land that it owns at Mount Oswald. This is not University land. It would be helpful if **Harvey** could confirm the University's intentions with regard to building a college on its land at Mount Oswald.

3. Arrangements for Public Consultation

Ros presented a detailed action plan for the public consultation. A copy is attached with these notes for your convenience. It includes a list of the various bodies and groups that we need to consult. **All** are asked to let Ros know about any additional contacts. A particular problem was identified in that parish councils might not meet at a convenient time to consider the draft plan within the consultation period. **Ros** was asked to write to them now to alert them to the forthcoming consultation and to invite them to contact her if we needed to make special arrangements for any of them. She would also write to the Association of Town and Parish Councils for County Durham to alert it and to suggest holding a meeting at which the draft plan could be discussed.

The action plan also contained details of actions that we need to complete during the coming weeks. This will form the basis of our special meetings during January.

David pointed out that the draft plan document needs to contain information about the Forum and also details about how to respond. **Sue** will ensure this. It was **agreed** that Sue should have final editorial control of the plan document at this stage and that no changes would be made to the draft policies themselves.

4. Additional Chapter on Projects

This item concerns the additional chapter drafted by David and John A to summarise the recommendations for Community and Statutory Bodies. It had been labelled as Chapter 6 but will now be Chapter 5 as Chapter 4 has not been judged necessary.

A number of detailed comments have been made and **Sue** will make amendments and circulate them for comment. Two significant changes were **agreed**. Firstly, the projects that are proposed to bring into effect our planning policies (such as the Emerald Network) will be moved to the chapter

on Implementation and Monitoring, while the remainder will stay in this chapter. This is to ensure a clear distinction between planning policies and recommendations for others. Secondly, the various other bodies will be listed together just once and not assigned to particular projects.

5. Launch of the Consultation: Full Forum Meeting and AGM

It was **agreed** that a meeting of the full Forum should be held to launch the consultation. This would be held on **Friday 17 February at 6.30 in the Lantern Room** of the Town Hall. **Ros** would book this. The meeting would also be the AGM and **John L** would prepare the agenda and annual report.

6. Photos for the Draft Plan

Pippa tabled a number of possible photographic arrangements for the cover of the plan and the leaflet. Some photos would also be included at the start of each theme. She noted comments and will produce a final version with **Sue and Ann**.

7. Consultation Venues

The following were **agreed**:

- Wednesday 1 March, Lantern Room, 5.00 – 7.30. **Ros** to book.
- Monday 6 or Thursday 9 March, St Oswald's Institute, 11.00 – 3.00. **Pippa** to book.
- Tuesday 14 March, St John's NX, 3.00 – 6.00. **Pippa** to book.
- Friday 24 March, Wharton Park, 10.30 – 2.00. **John L** to book.

Note: The above times are for the start of the public involvement; we need to be there 30 minutes beforehand to set up. A rota will be agreed at a future meeting once the bookings are confirmed.

8. Email from Carole Dillon

During the meeting Roger received an email from Carole Dillon. This email has been sent to all members of the working group. Carole apologised that pressure of work prevented her from attending our meetings this week and next, but assured us she was doing everything possible to support our work and ensure a successful plan. She was also writing to notify us that colleagues at DCC had some concerns about some aspects of the policies we were proposing. Carole will collate these concerns early next week and offered to meet us later in the week to discuss the issues. Roger replied to accept the invitation to meet on the morning of Wednesday 18 January. **Roger** will inform us all of the detailed arrangements for this meeting.

9. Future Meetings

It was agreed to meet on Tuesdays 17, 24 and 31 January, 9.00 – 10.00, at the Miners' Hall to deal with detailed preparations for the public consultation.

The next ordinary meeting will be on Tuesday 7 February, 10.00 – 1.00, at the Miners' Hall.