

## **Durham City Neighbourhood Planning Forum Working Group Meeting, 26 September 2017, Miners' Hall**

### **1. Welcome and apologies**

**Present:** John Ashby, Sue Childs, Roger Cornwell (Chair), Ann Evans, John Lowe, David Miller, Matthew Phillips, Ros Ward.

**Apologies:** Pippa Bell, Peter Jackson.

### **2. Notes of 19 September**

- The notes were agreed. **Sue** will post them on the website.
- John A reminded colleagues to complete the rota for the consultation events: **All**
- John L noted that the booking of Ustinov College had not yet been confirmed.

### **3. Correspondence from Carole Dillon**

We considered how best to respond to the detailed schedule of comments recently received from Carole. Sue emphasised that due to time constraints and the amount of work required to prepare the plan for publication on the web and in print we would only be able to make amendments to the policy wording. Carole's other comments on the text would have to be considered as part of the consultation process.

### **4. Discussion with Council Representatives**

Carole Dillon and Michelle Robinson attended for this item. Roger welcomed them to the meeting and thanked Carole for her detailed schedule of comments on the draft plan (version dated 11 August). He explained that we have not had time to study all of them in detail and set out the time constraints mentioned above. Some of the comments have been overtaken by amendments we have already made to the latest draft (version dated 22 September).

**Carole** said she would refresh her schedule in the light of this draft. She and Michelle both expressed appreciation for the time, effort and responsiveness of the Forum.

We discussed the relationship between the policies proposed in the draft Neighbourhood Plan and the County Council's strategic policies that would eventually be in the County Plan. The view of the Forum is that we need to include such policies (e.g. re student accommodation) to fill the current gap. Decision makers are not giving great weight to the Interim Student Accommodation Policy, but we have included a strengthened version of it to give it statutory force. When the County Plan is made the Neighbourhood Plan will have to conform to it. The intention of the Forum is to customise strategic policies to the particular circumstances of Our Neighbourhood. For instance, the concentration of the student population, HMOs and PBSAs in Our Neighbourhood is very different from the rest of the County.

We clarified the relationship between the full Neighbourhood Planning Forum and this working group. The Forum AGM held on 18 March 2016 endorsed the approach taken by the working group. At a Forum meeting held on 20 October 2016 the draft policies were considered one by one. Most were endorsed as they stood, some were subject to amendments. The Forum AGM held on 17 February 2017 gave the working group authority to make amendments to the plan following the

Sustainability Appraisal. These changes are being finalised now and the draft plan will be presented to the full Forum meeting on Friday 3 November for approval prior to the public consultation. We then agreed a number of practical actions to prepare for the public consultation:

- **DCC** will supply Roger with a map showing primary and secondary retail frontages. It was noted that we need to clarify the evidence used to justify our frontage proposals.
- **Roger** will supply the Spatial Policy team with maps from the plan.
- **John L** will send Carole and Michelle the details of the consultation events.
- **Sue** will send Carole and Michelle the questionnaire we intend to use.
- **John L** will send Michelle the correspondence with Robert King about using the Town Hall Lantern room for the Forum launch event on Friday 3 November.
- **DCC** will supply display boards for the consultation events.

## 5. Amendments to the Consultation Draft

**Roger** will draft an amendment to paragraph 1.3 in the Foreward. Otherwise amendments will be confined to policy wording at this stage. **All are asked to submit any amendments to Sue by Sunday evening.** We can then confirm them at our meeting on 3 October. Matthew had had to leave the meeting earlier and **Ros** will brief him about the Transport theme. **David** will brief Pippa about the Economy theme.

## 6. Sustainability Assessments

John A confirmed that he is finalising the Heritage theme assessment.

## 7. Consultation Dates

It was **agreed** that we should stick with the planned dates.

## 8. Maps and Pictures for the Draft Plan

**Roger** will check the walking and cycling maps with Matthew. Otherwise everything is prepared.

## 9. Group to identify the overall impact of the policies

It was **agreed** that the group would be **John A, John L and David.**

## 10. Printing Matters

Various practical steps were **agreed**:

- The publicity leaflet needs to be printed by 14 October ready for distribution.
- **Roger** will use the printer in Claypath to prepare the text and pictures for the display boards.
- **Matthew** will be asked to print the questionnaires as he can do them in batches according to need.
- **Sue** will liaise with the printer about copies of the draft plan.

## **11. Date of next meetings**

Tuesdays 3 October, 9.00 – 12 .00, and 10 October, 9.00 – 10.30, in the Miners' Hall.