

**Durham City Neighbourhood Planning Forum
Working Group Meeting, 23 January 2018, Miners' Hall**

1. Welcome and apologies

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

Apologies: John Ashby.

2. Notes of 16 January 2018

These were agreed but **Pippa** will check that Carole Dillon and Mike Allum are happy with them.

With new arrangements for meetings in place, it was **agreed** that draft notes of the Forum and Working Group meetings would be sent to all Forum members and checked at the next meeting before being posted on the website. **John L** would also distribute with them the agenda for the next meeting. This would mean that Forum members would normally only receive one email each week.

Sue reported that the responses to the consultation would be available to the public by the end of January. They would be accompanied by a simple numerical analysis indicating the level of support / concern / opposition to the proposed policies. Sue was thanked for her sterling work.

3. Template for recording public responses to the policies

Sue (again!) had prepared a template that some colleagues had started using and found very helpful. It was **agreed** that the heading of the second column should be “Categorisation” and that for the third column should be “Planning Issue or Action to be Considered”. This third column would then provide the items for further work revising the plan alongside the SEA. This initial categorisation of public responses was being done by individuals or pairs of colleagues, but these initial trawls would then be refined and ratified by the full working group.

One of the key issues to resolve is how to decide whether something is outside the remit of the NPF. In particular, we shall need to clarify, in discussion with DCC and others, the notion of “strategic” policies.

4. Timetable for Workshops and Themes

It was **agreed** that the first two themes to be prepared should be (2a) Built Heritage and (4) Housing. The initial categorisation of the responses to these two themes would be reviewed by the full working group next week. Lists would then be drawn up of items requiring further consideration (Column 3) and these would provide the basis for SEA workshops, modelling how it should be done.

Ros will contact Carole to make the arrangements for the workshops, including the involvement of Historic England.

5. Involving the University and other groups that have offered support

Sue will produce a list of the groups that have offered support and they will be invited to take part

in meetings at appropriate times, depending on the topics.

6. Milburngate House Hotel

Roger will draft a response making the following points:

- The indicative design is very disappointing for such a landmark site;
- Parking provision would be shared with the public;
- The loss of a significant number of planned dwellings is deeply regrettable: is it possible to compensate for this elsewhere on the site?

7. Schedule of Meetings for the Forum / Working Group

In accordance with the arrangements agreed by the Forum on 19 January, the next meeting of the Forum / Working Group will be held on Tuesday 30 January, 9.00 – 12.00 at the Miners' Hall. The Working group meeting will follow immediately after the Forum meeting. This Tuesday morning arrangement will continue on a weekly basis until further notice.

Also in accordance with these arrangements, a monthly “wrap-up” meeting of the Forum will be held at 6.00 – 7.00 pm in the Miners' Hall on Thursday 22 February, Wednesday 21 March and Thursday 19 April.

8. Meeting of the County Neighbourhood Planning Working Group

Pippa had circulated a notice from Stephen Ragg announcing a meeting of the County working group to be held at 10.00 am on Wednesday 28 February at the Great Aycliffe Town Council Offices. **John L** will ask him to include an agenda item about our public consultation. The meeting will be an opportunity to ask DCC officers about the development of the County Plan and its relationship to neighbourhood plans.