

Durham City Neighbourhood Planning Forum

Minutes of the 2017 – 2018 Annual General Meeting

21 March 2018 at 6.00 pm, St Nicholas' Church Lower Hall

Members Present: John Ashby, Sue Childs, Roger Cornwell, Ann Evans, Fleur Griffiths, David Hook, Peter Jackson, John Lowe, John Pacey, Jean Rogers, Angela Tracy.

Non-members Present: Audrey Adams, Esther Ashby, Fleur Coppock, Jack Gill, Janet Gill, Carole Lattin, John McGuinness, Victoria McGuinness, Val Standen.

Apologies: Pippa Bell, Catharina Miller, David Miller, Matthew Phillips, Ros Ward.

1. Chair's Welcome and Introductory Remarks

Roger Cornwell chaired the meeting. He welcomed everyone and thanked them for their attendance. He declared the meeting quorate.

2. Chair's Annual Report 2017 – 18

Roger referred to his report that had been distributed prior to the meeting. A copy is attached with these minutes.

The report described the progress made during the year, particularly working on the Sustainability Appraisal that had been required by Historic England and producing the draft plan for public consultation to which there had been a very pleasing and generally positive response. We are now working systematically through the responses and discussing ways to improve the plan with the assistance of Durham County Council, Durham University, Historic England and the World Heritage Site Co-ordinator. Where disagreements remain these will have to be resolved by the independent examiner before the plan can be submitted to a local referendum. The report concluded with thanks to all who have helped with the development of the plan.

There were no questions about the report and it was approved.

3. Treasurer's Annual Report 2017 – 18

Sue Childs presented her report that had been distributed prior to the meeting. The Forum's own expenditure has been modest (£263.49) and we have a healthy balance (£665.83). In addition we have fully spent the Groundworks grant of £1,598.00 on the costs of the pre-submission draft public consultation.

Sue expressed thanks to the City of Durham Trust and its Treasurer, Malcolm Reed, for their assistance in administering the grant.

There were no questions about the report and it was approved.

4. Questions to Officers

Jean Rogers asked when the Forum would complete its work? The Forum itself was constituted to

last 5 years and so would come to an end in January 2019. Meanwhile the new City of Durham Parish Council would come into being in May this year and the Forum would discuss with it how to complete the plan. The Forum hoped that the Parish Council would direct the Forum Working Group to complete the task. The remaining stages are outlined in point 6 below.

5. Election of Officers 2018 - 2019

Nominations had been received. There were no contested elections and the posts were confirmed as follows:

Chair: Roger Cornwell
Vice Chair: John Ashby
Secretary: John Lowe
Treasurer: Sue Childs
Engagement Officer: Pippa Bell

6. Update on the Draft Neighbourhood Plan

We shall need technical support to complete a satisfactory Sustainability Appraisal. This was agreed today by Locality, the government-sponsored agency that supports groups preparing neighbourhood plans. As far as the plan itself is concerned, we have to complete the following steps:

- Revise the plan in the light of the comments from the public consultation and the outcomes of the Sustainability Appraisal
- Undertake targeted consultations if we make significant changes.
- Submit the plan to DCC who will consult to check that it meets the Basic Conditions.
- DCC will send the plan and associated documentation to an independent examiner who has been appointed with the Forum's agreement.
- Discuss the examiners' recommendations with DCC.
- Present the final version of the plan to a local referendum.
- If a majority of those voting in the referendum support the plan it will be approved and become part of the local development plan.

All the consultation responses, our analysis of them, and the issues we have identified for further consideration can be found on our website.

John Ashby noted that DCC officers are encouraging us to strengthen the policies by focussing them more directly on local issues. They see some policies as an opportunity to test them before considering whether to include them in the County Plan they are developing.

Esther Ashby asked whether we needed more financial support. Sue Childs responded that we can apply for a further grant if necessary and we have already secured the technical support to help with the Sustainability Appraisal.

John Pacey congratulated the working group on the superb work it had done and felt reassured that DCC was supporting it.

7. Any other business:

None