

Durham City Neighbourhood Plan Working Party 4 December 2018, Miners' Hall

1. Welcome and apologies

Present: John Ashby, Pippa Bell, Sue Childs, Roger Cornwell (Chair), John Lowe, John Pacey, Matthew Phillips.

Apologies: Ann Evans, Peter Jackson, David Miller, Angela Tracy.

2. Notes of working party meeting on 27 November 2018

- a) **Accuracy:** The notes were agreed as a true record and **Sue** will post them on the website.
- b) **Matters arising:**
 - Colleagues completed data protection consent forms for the Parish Council
 - Sue reported that she has updated the website to reflect the change from the Forum to the PC

3. Timetables for Neighbourhood Plan and County Local Plan

- The AECOM report will clearly not be received in early December.
- **Matthew** will circulate a check-list of tasks that we each have to complete in order to meet the schedule set out in the Timetable.

4. Consultation Statement

There were no matters to report.

5. Basic Conditions Statement

John L had distributed a template for checking the Plan's policies against the paragraphs of the NPPF and the saved policies of the Durham City Local plan. Its purpose was simply to provide a check-list of all the relevant sections of the NPPF and the saved Local Plan with which the Neighbourhood Plan's policies had to comply. The demonstration of this compliance would be given in separate supporting text.

6. AECOM and Observatory Hill

This additional item was included in the agenda in response to an email from AECOM sent on 3 December.

- The reply was reassuring in that the only recommendations of which it had given us advance warning were three recommendations to strengthen Policies S1, D1 and D6. We welcomed these. **John A** will convey this to AECOM.
- The email checked their understanding of the options concerning Observatory Hill. **Sue** and **John A** will prepare a response that identifies three possibilities:
 - (1) The original proposal in the Consultation Draft Neighbourhood Plan of November 2017;
 - (2) The original with the removal of the western field beside the private road running past Observatory House as requested by DU and the Dean and Chapter;

(3) The original plus the extension of the 2 fields and Bow Cemetery as requested by DCC.

The outcome of AECOM's appraisal will be considered by the Working Party which will make a recommendation to the Parish Council for a decision about what to say in the draft that goes out for the Regulation 14 consultation.

It was **agreed** that it was important to support DCC's intention to protect this LGS. John L read out an email from Peter that emphasised the importance of the role of the PC and the interest in the issue of the NXCA.

A number of actions were then **agreed**:

John L will write to Durham University and the Dean and Chapter in response to their emails. He will note strenuous efforts by the NPF to engage with them at an early stage in making the Plan.

John A will inform the Parish Council and Carole Dillon of the situation and ask Carole for DCC's reasons for wanting to extend the LGS.

Sue will write to NXCA, Merryoaks and Sheraton residents' associations to inform them of the situation. **John L** will provide Sue with contact details.

7. Boundary Changes

This additional item was included in the agenda in response to an email from Carole Dillon sent on 3 December. This explained that a 7-week consultation would start this month and that DCC had to determine the application within 13 weeks of the start of the consultation. However, she would arrange for the decision notice to be released as soon as practicable after the end of the consultation.

Carole also asked about publicity arrangements. The consultation will be publicised on the PC and NPF websites, in any newsletters sent out by councillors, and by social media.

Roger will reply to Carole.

8. Plans for the Regulation 14 Consultation

It was **agreed** that:

- We should plan to hold events in three church halls: St John's NX, St Nicholas' Lower Hall and St Giles'. This last one was added specially to cover the area newly incorporated into Our Neighbourhood by the boundary changes. **John A** would ask Kirsty Thomas for assistance with contacting the venues.
- **Roger** would prepare a new map to reflect the boundary changes.
- **John A** would check the usefulness of posters from the previous consultation.
- **David** would be asked to revise the leaflet he had prepared and we would have it professionally printed.
- **Sue** would check the record of financial costs and available funds.
- **John L** would ask Ros Ward for the list of contacts she used to publicise the previous consultation.
- This will be a standing agenda item and **Pippa** will have overall responsibility for the arrangements.

9. Any other business:

- **Roger** noted that the PC needed to sign up to the Ordnance Survey mapping agreement.
- **Sue** will draw up a list of the maps needed for the draft Plan.

10. Dates of Future Meetings

The next meeting will be on Tuesday 11 December at 9.00 am at the Miners' Hall.
This will be followed by a Christmas celebration at the Bridge Hotel.

The first meeting of 2019 will be on Tuesday 8 January at 9.00 am at the Miners' Hall.
This will be the Secretary's 75th birthday and, County Planning Committee permitting, it will also be followed by a celebration at the Bridge Hotel!