

**Durham City Neighbourhood Plan Working Party
9 April 2019, Miners' Hall**

1. Welcome and apologies

Present: John Ashby (Chair), Pippa Bell, Sue Childs, Ann Evans, Peter Jackson, John Lowe, John Pacey, Matthew Phillips.

Apologies: Roger Cornwell, David Miller, Angela Tracy.

2. Notes of working party meeting on 26 March 2019

- a) **Accuracy:** The notes were agreed and **Sue** will post them on the website.
- b) **Matters arising:**
 - *Looking Forward:* John L reported that Angela and David had revised the document in the light of the discussion. John P had suggested a revision to strengthen Initiative 2 about clean air and this could be incorporated by **David** for consideration by the Working Party before the document was finalised for presentation to the Parish Council in May.
 - Sue noted that the PC's bank account was now in place and she could transfer the balance of the Forum's funds to it. However, she had not yet received notification that the PC's data protection registration was completed.

3a. Proposed Revision of Policy T3 – Cycle Parking

Matthew had revised this policy in the light of stricter cycle parking standards now adopted by DCC. In fact he had offered two versions of the revised policy. It was **agreed** to adopt version B. **Sue** will amend the text accordingly.

3b. Carole Dillon's Comments on the Draft Plan

John A welcomed Carole to the meeting. She explained that due to technical difficulties with her email she had not been able to send the *Sustainability Appraisal* to the statutory consultees as intended. However, on reflection this doesn't really matter and they will see it during the Regulation 14 consultation.

Carole had been through the main issues identified by DCC in its letter of December 2017 and set out her current assessment of them as follows:

- **Sustainability Appraisal:** This had been the main cause for concern but with the AECOM report it is now satisfactory. The report will need refreshing after the forthcoming consultation.
- **Pre-consultation Engagement:** These issues have now been resolved.
- **Deliverability:** Owners of proposed development sites have now been found and contacted. During the forthcoming consultation it would be advisable for us to contact DCC Assets directly.
- **Conformity with strategic policies in the local plan:** This remained the main point of difference between us and DCC which maintains that we are straying into strategic areas. DCC will make further representations about these points in its response to the forthcoming

consultation and it will be left to the Examiner to decide whether the Neighbourhood Plan is adding value to the Local Plan.

Carole is still waiting for feedback from some DCC colleagues, but she already has material on Heritage and Students and will let us have this. **Carole** offered to do workshops on particular topics and will send John L a list of dates and times (not necessarily Tuesday mornings) for these. It will not be necessary for all members of the working party to attend, but clearly the theme convenors concerned need to be available and it would be helpful if at least one Parish Councillor could attend and as many as possible of the other members of the working party. **Carole** will provide notes identifying specific areas of concern in advance of the workshops.

4. Report from the Parish Council

No items to report.

5. Timetables for Neighbourhood Plan and County Plan

It was **agreed** that we should submit the NP to the Parish Council for approval at its meeting on 25 April. **Sue** would send the text (without maps if they were not ready) to the Clerk by 13 April. A covering note would explain the absence of any maps and also indicate the possibility of some policy wording changes following the workshops with Carole if they took place in time.

It was also **agreed** that the Regulation 14 consultation should run from 17 May to 28 June.

6. Basic Conditions Statement

John L reported that he had discussed with Sue the possibility of including references to the PPG in the table about general conformity with the NPPF. After consulting other recommended Basic Conditions Statements they had decided to recommend not including detailed references to the PPG but to refer to it in general. There are many references to it in the supporting text. This was **agreed**.

John L will now circulate the final draft version with clear instructions to **Theme Convenors** about filling in some of the gaps.

7. Plans for the Regulation 14 Consultation

The following points were **agreed**:

- The Regulation 14 consultation should run from 17 May to 28 June.
- **John L** will write to **Pippa** to ask her to book the three venues, avoiding the half-term week (end of May). Once these dates are known **Pippa** will arrange a rota to staff them.
- **John L** will add a reference to the appointment of theme convenors to the summary of previous consultations. (Note: The final version of this document is circulated with these notes.)
- Sue's final versions of the summary of policies and the questionnaire were adopted.
- To provide additional help to the residents and businesses in the Gilesgate area that had been newly included in Our Neighbourhood, we would distribute to them copies of the summary of policies and of our previous consultation activities, with a covering letter from **John A** as one of their Parish Councillors.

8. Tasks spreadsheet

Ongoing. **John A** will assist Ann to identify remaining tasks.

9. Any other business:

None

10. Date of Next Meeting

The next meeting will be on Tuesday 16 April 2019 at 9.00 am at the Miners' Hall.