

**Durham City Neighbourhood Plan Working Party  
7 May 2019, Miners' Hall**

**1. Welcome and apologies**

**Present:** John Ashby, Pippa Bell, Sue Childs, Roger Cornwell, (Chair), Ann Evans, Peter Jackson, John Lowe, David Miller, John Pacey.

**Apologies:** Matthew Phillips, Angela Tracy.

**2. Notes of working party meeting on 30 April 2019**

- a) **Accuracy:** Peter asked for the final sentence of the second paragraph of Item 3 to be amended to read: "Peter said that he reserved the right to put his views to the PC to express his disagreement." The notes were then agreed and **Sue** will post them on the website.
- b) **Matters arising:**
- **Item 3:** It was **agreed** that it would be preferable for *Looking Forwards* to be presented to the PC on 23 May if at all possible. **Roger** would raise the matter at the Planning Committee on 10 May.
  - **Item 7:** John L thanked Pippa for completing the table in the *Basic Conditions Statement*.

**3. Any Feedback from Carole Dillon on the Draft Plan**

John L reported that Carole had replied that she understood our position and offered to help with the consultation. John L had asked her to publicise the consultation on the DCC website and any other available channels.

**4. Report from the Parish Council**

There were no matters to report.

**5. Timetables for Neighbourhood Plan and County Plan**

John L had updated the timetables with the dates of the Regulation 14 consultation. **Sue** would post the revised timetables on the website.

**6. Plans for the Regulation 14 Consultation**

- Sue reported that the plan had been sent to the printers. The invoice would be sent to the Parish Clerk and delivery would be to Redhills. **John L** would collect the copies and distribute them after **Sue** had checked them.
- This would probably be the last postal delivery to Redhills as we would use the Parish Office address in future and **John L** was asked to thank Redhills for all their help.
- **Sue** will prepare the Gilesgate leaflet and the policy summary for printing by the Parish Clerk.
- **Roger, John A** and **Sue** will meet the Parish Clerk to arrange the practicalities of

informing statutory bodies and other contacts about the consultation.

- **John A** will inform the Cathedral and the University about the Observatory Hill decision.
- **Pippa** will prepare an advert and a press release and copy the press release to Hannah Shepherd, University Liaison Officer, to distribute through the University's electronic message network.
- **Roger** will provide Pippa with poster and map files for **Pippa** to revise. **John L** will collect them from the printer.
- **Pippa** will prepare a rota for the consultation events. **All** are asked to volunteer.
- **Sue** will delete the PHP mailing list.

## 7. Tasks spreadsheet

The tasks had been covered above and the spreadsheet was no longer needed.

## 8. Any other business:

None

## 9. Date of Next Meeting

The next meeting will be on Tuesday 14 May 2019 at 9.00 am at the Miners' Hall. The meeting will concentrate on the final preparations for the consultation.