

DURHAM CITY CENTRE NEIGHBOURHOOD PLANNING MEETING WORKING GROUP MEETING

25th June 2015, 9.00 am, 41 Old Elvet, Durham City:

PRESENT:

John Ashby, Pippa Bell (Meeting Convenor), Mike Costello, Ann Evans, David Hook, John Lowe, Jonathan Lovell (Minutes Taker), Nigel Martin, Kirsty Thomas,

APOLOGIES:

Ruth Chambers, Sue Childs, Roger Cornwell, Angela Smith

Purpose of meeting to discuss the OPEN MEETING ON 29TH JUNE 2015

OPEN MEETING

All members of the forum to wear badges.

Round tables to seat 10 -12 including facilitators and note-takers.

Each table will have photographs relating to all 6 topics and a map of NPF area.

2 hand-held microphones needed for Chair and for public feedback.

Gavin Scott from the Council to give brief presentation on what a Neighbourhood Plan is.

Need meters and greeters for meeting.

Can only allow 120 people in to the Open Meeting as there are not enough facilitators and note-takers. Kirsty has arranged a second meeting with the Town Hall for **Wednesday July 8th at 7pm** for those who cannot attend the first meeting.

Durham Times are publishing article about Open Meeting on Friday 26th June.

Invite attendees at Open Meeting to join the NPF

Action: Find greeters for Monday (All ASAP)

Action: Agenda and protocol to be finalised (Pippa ASAP)

Action: Brief John Murphy and his note-takers (Pippa ASAP)

Action: Briefing meeting to be held tonight for facilitators and note-takers at the Open Meeting, at Antioch House(Pippa)

Action: Publicity for the Open Meeting (Pippa ASAP)

COLLECTION BOXES

To date there have been 46 replies

NPF STALL AT ECOFEST AND IN MARKET PLACE

Kirsty, Ann and Pippa had a good response at both events, and recorded people's comments. See separate notes.

Jean Crowden an ex-planner/planning lawyer visited the stall, she would be happy to offer advice via email.

Action: Contact Jean Crowden (John ASAP)

Action: To arrange stalls in August and September to provide feedback to the public following the open meeting (Kirsty, Ann, Pippa, after Open meeting)

DISTRIBUTION OF LEAFLETS

All leaflets have been distributed except for Western Hill, which will be done by the weekend. Posters have been displayed in many businesses and student accommodation.

FEEDBACK FROM OPEN MEETING

Working group to convene to examine feedback from Open meeting

Action: Feedback from the Open Meeting to be collated (Sue after Open Meeting)

TOPIC GROUPS

Housing

Convenor: Mike Costello

Mike has put a lot of work into sorting out the housing figures: these don't match with those provided by the Council.

Action: Mike and Roger to go through the new figures, ask for the NPF members to check them and then contact the Council

Conservation and Heritage

Convenor: Kirsty Thomas

Working group met on 8th June at Kirsty's

Economy

Convenor: Vacant

Pippa met with Stewart Watkins who suggested that BID is the best conduit through which to access retail businesses in Durham.

He listed the main employers in the NP area:

1. Professions eg. Accountants, lawyers, doctors, estate agents
2. Retailers
3. Service providers eg. Call centres
4. Public sector
5. Tourism eg. B&B's, restaurants, pubs, exhibition spaces, green assets (Woodland Trust)
6. University

He suggested that he could effect an introduction to Bob Hope, retired chief planning officer of Wear Valley and his wife Janet Johnson, retired Deputy CEO of Sunderland and a planner by profession. This was discussed and it was considered that the NPF will not contact them at this stage.

Mike has contacted Keith Bartlett Chair of the BID group but has had no reply

John reported that the buildings at the front of the Gates on Framwellgate Bridge are not listed.

Infrastructure

Convenor: Vacant

NPF want the infrastructure plan to be sustainable so are contacting people who can share their expertise.

Action: Contact Transition Durham (Kirsty ASAP)

Action: Contact Phil Timmins (David Hook, ASAP)

Action: Contact Dbug (Mike ASAP)

We need more help on these topics. Possible sources of interested people: Crossgate Partnership; attendees at the EIP sessions?

Action: Identify possible interested people and invite to a small meeting. (Convenors, ASAP and on-going)

OFFICIAL FORUM MEETING

We need an official meeting to discuss future roadmap and when planning expertise is needed.

Action: To be arranged for early September (Roger or Sue)

FUNDING

We need to put in a claim for funding to be received and allocated in this financial year (??April 15 to March 16)

Action: Roger and Sue to discuss with Nick

OTHER ACTIONS

Public Engagement

Evidence of inclusive and widespread public engagement is important for background information for the NP.

Sue asked all members to keep a note of who has been contacted, when, and by which means so that we can prove who we have approached whilst putting the plan together, and show inclusivity.

Action: Keep record and send to Sue, or Mike?? (All, ongoing)

Action: All NPF members to record when a resident group has been contacted about the Public Meeting and provide website links (All, ongoing)

Action: Identify the residents groups that are currently not represented on the Forum and invite them to join or to become actively involved (Mike, ongoing)

Action: Ask if any of the Pointers would like to join the Forum (John)

Sue contacted Val about the Friends of Flass Vale. There are 250 members to which NPF can circulate information. Sue will hold a meeting with them in the late summer.

Action: Contact Val and ask a member of Friends of Flass Vale to join the NP Forum (Sue ASAP)

Stakeholders

Action: Identify relevant stakeholders and consultation bodies, for example, Hospitals, Council for the Protection of Rural England, Historic England, Durham University (All, after the open meeting)

Action: Contact Town & County Planning course at Newcastle University for student projects to help the Forum. John has produced a draft letter (Sue send draft letter to Roger; Roger to check previous help offers; Roger to make contact, ASAP)

Results of past consultations could be used as background evidence, e.g. Heritage toolkit

Action: Analyse the County Plan consultation comments (Sue, by August)

Action: Obtain copies of these (All, by August)

Action: Information from Pointers and Visit Durham about concerns/needs of visitors (via John, by August)

Discussion groups other than the Public Meeting

Action: Identify relevant groups (All, ongoing)

Action: Arrange and conduct these meetings with schoolchildren and university/college students (Pippa: July to September)

Action: Set up social media presence (Roger & Sue, by ?)

Website: npf.durhamcity.org.uk to be the normal PC version; lovedurhamcity.org.uk to be the mobile version. Roger is working on this

NEXT MEETING41, Old Elvet