

Durham City Neighbourhood Planning Forum

Minutes of the Meeting

19 January 2018 at 6.00 pm, Miners' Hall

Members Present: Liz Brown, Sue Childs, Roger Cornwell, Alan Doig, Peter Jackson, Jonathan Lovell, John Lowe, Matthew Phillips, Jean Rogers, Ros Ward.

Guests: Lynda Lovell, Val Standen.

Apologies for Absence: John Ashby, Pippa Bell, Roberta Blackman-Woods, Mike Costello, Ann Evans, Fleur Griffiths, Angela Tracy, Jean Woodward.

1. Chair's Welcome and Introductory Remarks

Roger Cornwell chaired the meeting. He welcomed everyone and thanked them for their attendance. Since 10 Forum members were present the meeting was quorate.

2. Minutes of the Forum Meeting held on 3 November 2017

The minutes were agreed as a true record.

The only matter arising was the prize draw for people who had completed questionnaires. This was dealt with at the end of the meeting when EQ05 was drawn out of the hat to win a £20 Mugwump voucher kindly donated by Peter Jackson.

3. The next stages in producing the Neighbourhood Plan

Roger took the meeting through the briefing notes that set out the various stages required to complete the plan. The consultation had been completed and all the responses would be published on the website. The next task is to digest them and decide on revisions to improve the plan. Sue has prepared a protocol for organising and analysing the responses. This was attached to the briefing notes.

The County Council has significant concerns that, as things stand, the plan does not meet the basic conditions for the Strategic Environmental Assessment and other matters. The working group has already met representatives of the County Council and they have agreed an approach to joint working to resolve these issues. The relationship between the Neighbourhood Plan and the emerging County Plan will have to be considered. The views of the public and other key stakeholders also have to be taken into account.

It was noted that the final sentence of paragraph 6 of the briefing note should be amended to read: "If more than 50% of those who vote in the referendum support the Plan then it is 'made' by Durham County Council and becomes a part of the statutory development plan for the area."

Paragraph 7 of the briefing note set out the draft timetable for the remaining stages of making the plan. Only the first three stages can be specified at the moment. When the Parish Council comes into office in May the Forum will have to discuss with it how to take the plan forward.

Paragraph 9 of the briefing note set out the proposed arrangements for the Forum and a reconstituted working group to continue the plan-making process. These were designed to ensure that Forum members have every opportunity to take part in the process and to have oversight of the work of the working group. The three email lists (Working Group, Forum members and interested

members of the public) would shortly be refreshed and all notes of meetings and associated documents would be published on the website.

4. Decisions

The Forum members unanimously approved the following:

- The timetable as set out in paragraph 7 of the briefing note;
- The working arrangements as set out in paragraph 9 of the briefing note;
- The analysis protocol attached to the briefing note.

5. Next Meeting

In accordance with the arrangements just agreed, the next meeting of the Forum / Working Group will be held on Tuesday 23 January, 9.00 – 11.00 at the Miners' Hall.