

Durham City Neighbourhood Planning Forum

Minutes of the Meeting

22 February 2018 at 6.00 pm, Miners' Hall

Members Present: Sue Childs, Roger Cornwell, Ann Evans, Peter Jackson, John Lowe, Matthew Phillips. **Guest:** David Meijer.

Apologies for Absence: John Ashby, Pippa Bell, Fleur Griffiths, Catharina Miller, David Miller, Jean Rogers, Ros Ward.

1. Chair's Welcome and Introductory Remarks

Roger Cornwell chaired the meeting. He welcomed everyone and thanked them for their attendance. Since 6 Forum members were present the meeting was quorate.

2. Minutes of the Forum Meeting held on 19 January 2018

The minutes were agreed as a true record. There were no matters arising.

3. Review of actions taken by the Forum and Working Group since 19 January

- **Locality Grant Applications**

The meeting approved the decisions taken by the Working Group at its meeting on 20 February (Item 7 of the notes). We have to complete the Expression of Interest form by 1 March and then the Application for Technical Assistance by 5 March. There are packages for the SEA and a final health check on policies. **Ros** will also seek to obtain written confirmation of the opinion of Jeremy Fennell from Locality that the Forum should continue to complete its work and not be replaced by the parish council.

- **Discussion with Carole Dillon about the Workshops**

Roger reported a telephone conversation he had had with Carole that afternoon to prepare for the SEA and Theme Workshops. A schedule of meetings was agreed. The list is attached at the end of these notes. To prepare for the SEA Workshop on 27 February we need to bring our copies of the Draft Plan and the DCC response letter. **Matthew** and **Sue** will provide printed copies of the probing questions and the housing issues for consideration.

Carole asked how we intended to document changes to the policies in the Theme Workshops. Our intention is to produce a new document after considering the issues, rather than amending the third column of the "categorisation" tables or adding a fourth column. For the Housing Theme that will be used as an exemplar in the SEA Workshop, Sue has already grouped the responses in sub-themes. **Roger** will send this to Carole before the meeting.

- **SEA or SA?**

John L raised the question of whether we should restrict ourselves to the legal requirement of doing just the Strategic Environmental Assessment or continue to do the full Sustainability Appraisal that includes social and economic as well as environmental considerations. We need to discuss this at the SEA Workshop on Tuesday.

- **Strategic Policies**

It will also be helpful to seek clarity and agreement about the nature of strategic policies. Guidance can be found in the Planning Practice Guidance Notes, some of which have recently been revised (See Roger's email of 22 February).

4. Any other business

Some members had asked the Forum to consider the proposed closure of Marks & Spencer. It is clear that it is not possible for a policy in the plan to prevent such closures. What the plan can do is set out policies that promote the attractiveness of the city as a retail environment and improve the balance between residential and commercial developments.

5. Future Meetings:

Tuesdays 6, 13 and 20 March at 09.00 hrs. Please note that the “wrap up” meeting at 18.00 on Wednesday 21 March will also be our AGM.

Workshop Schedule:

DCC Workshop	Theme(s)	Suggested deadline for WG agreement to categorisation table for this theme
27 February	SEA using Housing as example	20 February (done)
6 March	Community facilities	27 February
9 March	Housing	20 February (done)
13 March	Transport	6 March
20 March	Heritage	13 March
27 March	Economy	20 March
3 April	Environment (Sustainability and Green Infrastructure)	27 March