

**Durham City Neighbourhood Planning Forum
Working Group meeting
9.19-11.59 am, 20 January 2018, Miners' Hall**

1. Welcome and apologies

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

Apologies: John Lowe, David Miller, Angela Tracy, Ros Ward.

2. Notes of 13 February 2018

These were agreed subject to Item 7.2 being re-worded to read “7.2 **Email from a Forum member: Roger** will reply that we share their concern about the future of the M&S site; however, at this stage we cannot progress anything, because nothing is in the public domain and also because the source of the rumour is not known to us.”

On Item 7.1 it was noted that there had been coverage of the Missoula tragedy in the Guardian and on ‘Look North’. In terms of implications, it was agreed that review of Licensing and Operational Schedules should be put into Projects, and that physical infrastructure matters such as width of pavements should be considered in the Neighbourhood Plan.

On item 7.4 Durham City Access for All, Roger has confirmed to them that he will speak at their meeting in Carrville on 14 March at 2 pm; Matthew and Sue to come too if they wish.

3. Categorisation of Theme(4) Housing

Sue had circulated a draft final version incorporating everyone’s comments; this was approved by the meeting and Sue will put it on the website.

4. Categorisation of Theme 2(a) Built Heritage and Theme 2(b) Green Infrastructure

Ann and **Ros** will continue updating Theme 2(a) Built Heritage and will then forward to **Roger** to convert for circulation for the appropriate working group meeting (originally 27 February but now 13 March – see later). **They** will seek a meeting with Jane Gibson (WHS Co-ordinator) and also invite her to the DCC officer workshop meeting now on 20 March. It was noted that there is a significant volume of comment about the importance of views to and from the World Heritage Site.

Sue will prepare a categorisation schedule for Theme 2(b) Green Infrastructure for circulation for the relevant working group meeting now on 27 March prior to the DCC workshop on 3 April.

5. Revised timetable for DCC, Historic England and other officer workshops

DCC’s schedule made no mention of the SEA workshop. Agreed that **John A** pursue dates with Carole. (Note that subsequently determined that the SEA workshop will be on 27 February, and that the categorisation of themes will need to correspond to the DCC officer meetings dates - see below).

John A will ask Durham University’s Matthew Wright for a date for the working group to discuss

the University's comments, and will inform Ros and DCC.

John A will ask Adam Deathe if he can attend, for at least part of the time, the DCC officer workshop on Theme 3 on 27 March.

6. Timetable for categorisation of Themes

Theme categorisation tables need to be circulated in time for consideration at Working Group meetings. A timetable had been agreed, but subsequent to this meeting the timetable was brought into alignment with the timetable for DCC officer meetings, as follows:

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
13 March	Transport	6 March
20 March	Heritage	13 March
27 March	Economy	20 March
3 April	Environment (Sustainability and Green Infrastructure)	27 March

*The Housing Theme DCC officer meeting date is yet to be re-arranged but will be fitted in by having two sessions in a week.

To assist with discussion on Policies D2 and D3 **John A** will ask Stephen Reed of DCC about monitoring how the Interim Policy is working.

Sue will invite Angela Tracy to the Community Facilities session on 6 March. Also Empty Shops and The Faithful Durhams.

Historic England will attend the Heritage workshop on Tuesday 20 March at 10 am, presumably in The Miners' Hall – **Ros** to check.

7. Locality Grant applications

Ros had previously informed the working group that she had spoken by 'phone with Jeremy Fennell from Locality about the Forum applying for a grant to help in the last stages of preparing the Plan. She had reported that 'in his opinion the Forum should continue to function until it has passed the Plan to the County Council and the fact that the City of Durham Parish Council will have come into being before that date is not relevant. It is not up to the new Parish Council to dissolve the Forum while it still has a job to do'. He had advised that the Forum should therefore complete the Expression of Interest form by 1st March and then the Application for Technical Assistance by 5th March. There are packages for SEA and a final health check on policies.

Depending upon his response, the relevant wording of the Forum's constitution may need to be re-considered at the March meeting of the Forum.

The meeting agreed that this was very useful information and that **Ros** should seek to have it confirmed by Jeremy Fennell in writing. It was also noted that there was insufficient time to apply for a grant in this financial year and agreed that ideas should be an item on the agenda for the next working group meeting (**John L**). This approach will be raised at the Forum meeting on 22

February for agreement in principle.

8. Request from a Forum member Marks & Spencer

Roger will inform the member about the possible discussion following the Forum meeting on 22 February.

9. Any Other Business

None.

10. Date of Next Working Group Meeting

Tuesday 27 February, 9.15 (or whenever the Forum meeting ends) -12.00 am, Miners' Hall.

The working group meeting closed at 11.59 am.