

**Durham City Neighbourhood Planning Forum Working Group  
21 August 2018, Miners' Hall**

**1. Welcome and apologies**

**Present:** John Ashby, Pippa Bell, Sue Childs, Alan Doig, Ann Evans, Peter Jackson, John Pacey, David Miller, Ros Ward.

**Apologies:** Roger Cornwell, John Lowe, Matthew Phillips, Angela Tracy

In the absence of both the Chair and Secretary it was **agreed** that John A continue to act as Secretary and that John P act as Chair for the meeting.

**2. Notes of 14 August 2018**

(a) Accuracy: the notes were agreed and **Sue** will post them on the website.

(b) Matters arising:

(i) **agreed** that John A advises Bearpark Parish Council to designate their part of the Nevilles Cross Battlefield site as a Local Green Space in their Neighbourhood Plan.

(ii) Alan confirmed that NXCA have received the email clarifying the position re Observatory Hill.

**3. Progress with re-writing of Themes**

- Theme 1: **John L** to amend in the light of Carole Dillon's email.
- Theme 2a: Chloe Hillam is meeting Ann and Ros on 23 August 1pm-3pm to explain what improvements are sought; Ros noted that although she will attend the meeting she will be occupied with drafting the Statement of Community Engagement and will not be involved in the re-writing of Theme 2a.
- Theme 2b: awaiting Carole Dillon's response.
- Theme 3: **Pippa's** re-write was fully discussed including John P's and Peter J's comments and amendments were agreed for Pippa to finalise with any technical advice from David/JohnA/Ros. For Policy E1 - Aykley Heads it was **agreed** that it is essential to ensure that "ancillary" uses do not create an out-of-town retail centre: **all** to write to Pippa with suggestions for wording this part of Policy E1.
- Theme 4: awaiting Carole Dillon's response.
- Theme 5: **Matthew** to complete the re-write and share with **John L**.
- Theme 6: **Roger** to complete.

It was **agreed** that when Sue compiles a final Pre-Submission draft Plan she simplifies the numbering system such that only Chapters and paragraphs and policies, not sections, have numbers.

**4. Re-write of Chapter 5, Chapter 6 and Appendix A**

(a) Framework and texts so far: John A had circulated the assembled texts in accordance with the agreed framework. A thorough discussion will be reflected in a re-draft (**John A**). A more vibrant word than 'Hub' is needed; **all** to suggest by the next meeting. When Chapter 6 (Monitoring) is sent to Carole she will be asked whether this should be left to the Parish and County Councils.

(b) The Parish Council 'away-day' and then presentation on the Neighbourhood Plan may be in September or might slip into October. **John L** to ask the Interim Parish Clerk that Sue and Angela

attend the away day to outline the ‘Whole City’ approach.

#### **5. Re-consideration of timetable re Neighbourhood Plan and County Local Plan**

This is a standing item on Working Group agendas. The timetable needs to be amended to state that first the Parish Council and only then the Forum need to give approval to Submission of the Plan, and that completion of a Draft Plan be amended from end August to mid-September (see **attached amended timetable**).

#### **6. Lead persons on County Plan Evidence Papers**

As agreed, there needs to be a dedicated lead person on each of the key evidence base papers (eg Green Belt, Impact of Durham University) so as to be able to back up our submissions when responding to the Pre-Submission Plan (expected January/February 2019). A list of key documents and possible leads will be drawn up for the next WG meeting and shared with the Antioch Group and other potential volunteers (action **John L**).

#### **7. Any other business**

None.

#### **8. Date of Next Meeting**

Tuesday 28 August, after the 9.00 am Forum meeting at the **Miners’ Hall**.

**Timetable for future stages of the Neighbourhood Plan and the County Local Plan  
As at 21 August 2018**

<b>Date</b>	<b>County Durham Local Plan</b>	<b>Durham City Neighbourhood Plan</b>
September 2018	Begin analysis of responses to Preferred Options.	All themes and projects to be amended by mid-September. This includes editing the text to ensure consistencies across all themes and projects and amended maps where these have been called for. AECOM carry out SA.
October 2018	Re-drafting County Local Plan policies in the light of consultation responses.	Full set of documents to be sent to Historic England, Natural England, Environment Agency for 4 week consultation (instead of full 6 weeks). It will be necessary to hold conversations with Historic England and DCC officers before consultation.
November 2018	Re-drafting of County Local Plan continues.	<b>Parish Council gives approval to Submission Neighbourhood Plan</b> (map identifying the area of the Plan, consultation statement, plan proposal, and statement on how the plan fulfils the basic conditions) with publicity. <b>Forum implements changes</b> sought by Parish Council, hopefully with no major changes triggering a Regulation 14 full consultation. <b>Parish Council formally submits</b> the Plan to the County Council. <b>DCC formally considers soundness</b> of the Plan and arranges 6 week Regulation 16 consultation.
December 2018	Re-drafting of County Local Plan finalised.	Regulation 16 consultation starts
January 2019	<b>Pre-Submission Draft County Local Plan published for consultation</b>	Regulation 16 consultation finishes.
February 2019	Consultation on Pre-Submission Draft County Local Plan continues.	County Council analyses the responses to the Regulation 16 consultation.
March 2019	Analysis.	County Council arranges an Examination of the Neighbourhood Plan
April 2019	Re-drafting.	<b>Examination</b>
May 2019	Re-drafting.	<b>Publication of Examiner's report</b> with recommendation to proceed to referendum, or not.
June 2019	<b>Submission County Local Plan approved by full Council and submitted to the Secretary of State.</b>	Referendum within 5 weeks of the Examiner's report, and following 28 days for publicity of date of referendum.
August/ September 2019		<b>The Neighbourhood Plan comes into force as part of the development plan for the area.</b>
Winter 2019/2020	<b>Examination in Public</b>	
Summer 2020	<b>Adopted County Durham Local Plan</b>	

