

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

1. Welcome and apologies

Present: John Ashby (Chair), Sue Childs, Ann Evans, Peter Jackson, John Lowe, David Miller, John Pacey.

Apologies: Pippa Bell, Roger Cornwell, Matthew Phillips, Angela Tracy, Ros Ward.

John A chaired the meeting.

2. Notes of 21 August 2018

- (a) Accuracy: It was noted Alan Doig was in attendance at this meeting. The notes were then agreed and **Sue** will post them on the website.
- (b) Matters arising: John L thanked John A for acting as secretary in his absence.

3. Progress with re-writing of Themes

It was clarified that this item was concerned with revising the themes in the light of comments from Carole Dillon and other DCC colleagues.

- **Theme 1:** John L reported that he had amended the text in the light of Carole Dillon's email. He had highlighted changes in yellow but it was **agreed**, for the sake of ease of printing and reading, that such amendments must be in **blue text in all themes**.
- **Theme 2a:** Ann and Ros met Carole and Bryan Harris on 23 August to discuss what improvements are sought. Ros circulated a note of the meeting in an email on 27 August. It was **agreed** that conducting an audit of materials and styles in the Conservation Area's character areas was a task well beyond the resources of this group; it should be noted as a project. **Ann** will do a brief outline of this for David. It was also **agreed** that the task of identifying and re-opening WHS views that had been lost should be a project. **David** had the information he needed to deal with this in conjunction with the WHS Co-ordinator. We are waiting for written comments from Bryan Harris and **Ann** will revise the text once she receives these.
- **Theme 2b:** Sue reported that we are awaiting Carole Dillon's response. She noted that it was just not possible to find the data about the precise area of all sites and it was **agreed** that it was impracticable to do so.
- **Theme 3:** John A and Peter have helped with the revision of 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: **John A** will write to Pippa with suggestions for wording this part of Policy E1.
- **Theme 4:** John A reported that we are awaiting Carole Dillon's response. He also reported that he had received AECOM's draft report on the additional housing sites and made the necessary corrections.
- **Theme 5:** **Matthew** to complete the re-write and share with **John L**.
- **Theme 6:** **Roger** to complete the remaining policies.

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

Chapter 5: There was further discussion about the “hub” concept in the light of John A’s revision and Angela’s subsequent emails. It was **agreed** that people, not buildings, are at the centre of what is essentially a network. The projects need people to implement them, people with the necessary interests and enthusiasms. We are looking to the City of Durham Parish Council to show leadership in these activities. To this end, **John L** is writing to ask the Interim Parish Clerk that Sue and Angela attend the Parish council’s away day to outline the ‘Whole City’ approach.

Chapter 6 and Appendix: David reported that these are virtually ready.

5. Standing item: Timetables for Neighbourhood Plan and County Local Plan

It was **agreed** that next week we shall decide on a deadline for receiving comments from DCC and on the date for a meeting with Carole to sum up that phase of the process.

It was also **agreed** that **John L** would draw up a list of the County Plan evidence documents so that volunteers could be identified to be responsible for each of them.

6. Any other business

None.

7. Date of Next Meeting

Tuesday 4 September, after the 9.00 am Forum meeting at the **Miners’ Hall**.