

WOOLER NEIGHBOURHOOD PLAN

Minutes of the meeting held on Monday 5th December 2016 **Cheviot Centre**

Present: Bob Snooks (BS), Tom Johnston (TJ), Peter Rutherford (PRf), Sue Welch (SW), Margaret Brown (MB), Lynne Pringle (LP), Anthony Murray (AM), Alfreda Hindmarsh (AH), Patsy Healey (PH).

1. **Minute Taker:** PR has offered to take Minutes on a regular basis. PH agreed to take minutes in her absence
2. **Apologies:** Rosanna Reed (RR), Pam Ratcliffe (PR)
3. **Appointment of Chair:** Lynne Pringle agreed to act as chair, and Bob Snooks as vice-chair, to be reviewed in three months.
4. **Minutes of 31.10.16:** Agreed
5. **Matters arising:**
4.4: SW explained that the data from the Drop-In, Football Club and Young Firefighters were all included in the material circulated, though referred to there as 'Drop In'.

9: PH asked members of the Group to preserve three dates, for briefing for, and presentations by, Newcastle University students and Glendale Middle School Year 8 students:

Friday Feb 3rd: late morning (to brief NU students about WNP work; at CC)

Monday March 20th: 10.30-12.45: (GMS students present their ideas on Wooler's future etc; at GMS)

Wed May 3rd or Thurs May 4th: late am, early pm or evening: (NU students present their ideas about NP consultation options, etc to WNP Group; at CC)

10: The 10 items in the list of issues WNP should consider were clarified, with items 1-3 as the key focus for the formal WNP, and the other issues linked to these.

6. **Terms of Reference:** These were accepted with the following amendments:

Item 1.2 bullet 2: add 'compliance with national and county planning policies'

Item 5.2: substitute "both positions will be reviewed quarterly".

It was **agreed** that the membership of the Steering Group (Item 3) would not be formalised until a further effort has been made to attract more active interest in WNP work. Until then, the present members should consider ourselves as an interim Steering Group. A publicity statement about WNP work done so far should be drafted, agreed with members and WPC, and circulated in early January, encouraging interested people to join us in a meeting in early February.

- **AH** to draft the statement and circulate to us all, if possible before Dec 19th; also to ask WPC clerk Linda Cairns to act as receiver of expressions of interest.

- **AH** will continue to make monthly reports to WPC about WNP work (see end of these Minutes for items to report to Dec 19th WPC meeting)

It was noted that the Steering Group might be expanded by wider Working Groups dealing in depth with particular issues.

7. **Website Update:** BS reported on his discussion with website provider Suzanne Rudge, already known for her good work with the *SheepTales* project. She offers an easy-to-operate system. Cost: £600 per month; with £10 hosting cost, including providing some training.

The Group thought this was a good offer, and costs should be included in our funding bid to *Locality*.

BS proposed a list of 'pages' to include. The following ideas were added in discussion:

- Links to other websites etc
- News and minutes
- Opportunity for Discussion

It was also agreed that the website needed some design input to provide a consistent 'visual identity' through the life of the WNP project. Various ideas about who/how to provide this were suggested.

Also: the discussion section to include issues appropriate for WNP, but also for other actions which could be encouraged in some way, making clear the distinction.

8. **Survey of Local Businesses**

AH provided an update on the survey undertaken by AH, MB and RR. There has been a good return from firms circulated, although it would be also useful to get the ideas of micro-businesses as well. **AH** will provide a summary when more have been returned, including those comments (in an anonymised way) which provide significant information and insights.

TJ suggested that it would be useful to have a discussion session on the messages and implications coming from this survey in due course, perhaps with an outside contributor. NCC's economic development specialists, or Newcastle University's *Centre for Rural Economy* were suggested as possibilities.

9. **Core Strategy Working Group:**

LP reminded the Group of what this Working Group had done, filtering through the NCC Core Planning Strategy. PRf confirmed that the latest changes to the Core Strategy, currently out for consultation, did not affect policies for our area.

10. **Funding (and Project Plan)**

Project Plan: This was discussed and **agreed** as setting a broad direction for WNP work. PRf outlined implications of the recent ministerial directive about the relative significance of local authority and examiner views about changes to a Neighbourhood Plan, which have arisen because of disputes around the Alnwick Local Plan following the Independent Examination (see Stage 3C of the draft Project Plan). **PH** to amend the PP to note this possibility.

The need to include stakeholders outside our area was also stressed, including the National Park (who have a small strip of land in Wooler Parish), and other bodies interested in archaeological sites, Sites of Special Scientific Interest (SSSIs) etc.

Stage 2B (consultation) could be approached in several ways. NCC could provide advice.

The following **Timetable** was **agreed**:

January 9th WNP Meeting: To Focus on Key Issues, Vision/Objectives, and first thoughts on possible actions. Outcome: a short text outlining where we have got to, to discuss at the next meeting, hopefully with more interested people.

February 6th WNP Meeting: Key item: To discuss/expand the above ideas, and start preparation of a document for consultation.

March meeting: Further develop the document and discuss consultation approach

April 2017: Consultation!!

Funding: It was agreed to draft our funding bid to *Locality* in time for the Dec 19th meeting of WPC. PRf advised that this could include technical support, which might be more appropriate once we move from Stage 2B to 2C, and funds to pay for particular activities etc.

TJ to draft a bid and work with **LP and BS** on Monday Dec 12th, circulating to the rest of the Group for comment later that week, if possible!

It was suggested that the bid could be for the early stages of our work and should include at least:

- Website costs
- Room hire etc
- Anticipated Consultation and Publicity costs for stage 2B
- Small amounts for help in processing data, providing maps etc (for hourly costs of NU student input see below, though some of this will be free).
- Maybe some initial technical help with stage 2C. (PRf to provide a list of possible consultants and costs)
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11. Ideas on Vision for Wooler in 15 Years

This to be the key focus of the Group's January meeting

Date: January 9th: 7pm Cheviot Centre

Items to Highlight for WPC on Dec 19th

It would be helpful if WPC could formally approve the following:

- That we are operating as an interim Steering Group – to confirm formally during 2017.
- Our idea about a Press Release, to issue in early January, with maybe formal clearance with WPC by email.
- Our initial timetable for the work in the first part of 2017.

Newcastle University planning student pay rates (in addition to 4 hours volunteer time, and the special input of the student group Feb-May 2017):

- £7.51 per hour for undergraduates
- £14.22 per hour for postgraduates (masters and doctoral students)