

WOOLER NEIGHBOURHOOD PLAN

Minutes of the meeting held on Monday 9 January 2017

Item 1 refers to a workshop held at the start of the meeting. The focus was the Vision for Wooler in 15-20 years' time.

1. Initial thoughts on what to include in the Vision for Wooler's Neighbourhood Plan (WNP) are informed by recent questionnaire results from local residents.

In order to safeguard what our community values, and to address issues of particular concern, we agreed to use the questionnaire responses along with the findings of the WNP's working party following their review of the National Policy Framework and of Northumberland's Development Plan Report.

A Group discussion generated the following considerations: -

- less dereliction – empty buildings might be used for training and housing
- more activities for younger people, inc. leisure & sport
- more choice of housing, with affordable housing for all types of households including families, sheltered housing, flats for young people, and self-build plots
- maintaining a balanced community
- a learning hub for all age groups
- take pressure off parking – housing to be accessible on foot, and adequate parking for all new-build property
- building design and standards to meet current and projected future needs
- facilitate the development of micro-businesses
- city-level super-fast broadband
- think about the impact on the community of allowing residential development of vacant properties on High Street. Keep High Street shops, pubs, etc.
- public transport, safe highways, road transport
- effects of seasonal tourism such as the caravan parks

The way forward

PRf made a suggestion that we to come up with a Vision for the WNP and develop 6 – 8 statements of intent, grounded in this specific place with its physical connections, considering the physical results of the interventions, and taking technology into account.

The group decided that the way forward was to form a working party which would further develop first thoughts about a Vision and key issues/objectives.

BS, PH, MS agreed to take on this task and will meet this week to move things forward.

2. Admin position

It was agreed that Wooler Neighbourhood Plan (WNP) steering group needs to forge close links with Wooler Parish Council (WPC) and that there are a range of admin tasks necessary to ensure that we fit in with WPC ways of working and keep moving forward. The current high workload of the WPC clerk precludes her taking on clerical responsibilities for the WNP steering group. Permission to be sought from WPC to go ahead with recruiting a suitable person to undertake admin tasks including some website responsibilities. If this is confirmed it was agreed that the Admin post be advertised

a.s.a.p. It was envisaged that the post would be for up to 3 hrs p.w. at the wage rate appropriate for the age of the successful candidate and would be on a self-employed basis.

TJ to advise on Budget and available funding for this post.

3. **Persons Present** : Lynne Pringle – Chair (LP), Alfreda Hindmarsh (AH), Rosanna Reed (RR), Margaret Brown (MB), Patsy Healey (PH), Tom Johnston (TJ), Peter Rutherford (PRf), Bob Snooks (BS), Michael Stanwix (MS), Clive Coyne (CC), Tony Davies (TD), Pam Ratcliffe (PR)

Lynne welcomed Clive Coyne, who is from the NNPA and attending in an advisory role along with PRf from NCC, and welcomed Tony Davies who came to help and advise about graphics, etc. for website design and logo.

Apologies: Joyce Robinson, Anthony Murray, Sue Welch.

4. **The minutes** of the meeting held on the 5th December 2016 were agreed. TJ suggested that minutes of meetings be put into a folder in the library for members of the public to access. It was agreed that this was a good idea (possible admin task?).

5. **Matters arising:**

TJ reported that the application for funding to Locality had been accepted and that the money will be lodged with WPC in the next week. It was noted that March 2018 appears to be a significant date and its unclear if money will be available from locality after that date. It's not absolutely clear at the moment what the situation is likely to be.

The budget which was submitted for the funding bid to be circulated to the group.

TJ

6. **Terms of reference**

WPC have agreed the Terms of Reference (ToR) and have approved our 'proto' steering group membership.

AH and RR agreed to negotiate councillor membership of the steering group with WPC, so that the ToR are finalised at the next meeting.

AH , RR

The ToR template will be scanned and amended by PRf and sent to PR for circulation.

PRf, PR

7. **Budget for university input, admin support, and other expenses**

TJ to formulate a budget for 6 months after 1 April. PH to assist.

TJ, PH

The budget will be a standing item on the agenda.

LP

8. **Website update**

BS and PH have researched possible website formats. TD will advise on design. It was agreed that the website should be attractive, the graphics not over-complicated, and interactive – and focus on "Your chance to shape Wooler's future!"

BS, TD to meet Suzanne, designer of the Sheep Tales website, to discuss our requirements. BS, TD MS MS to consider creating a facebook page to share news and to invite participation once to link with website.

MS

9. **Press release**

AF, on behalf of WPC, will prepare a press release to inform people of progress so far and invite and encourage comments and participation. It was agreed that this should happen asap and that the article also be submitted to the church magazine. AH

Named contacts to respond to enquires and comments by phone and/or email will be. AH, LP, BS
AH will coordinate WPC & WNP meetings so that WNP's proposals can be approved in a timely manner. AH

10. Collation of business surveys

AH has set up a spreadsheet and she and MB will complete the input of data and report back to the group, circulating the data before the next meeting if possible. AH, MB

TJ to investigate whether the Newcastle Centre for Rural Economy could help in interpreting the data and if so on what terms. TJ

11. Mission statement and logo

See 1. TD agreed work on a logo. TD

12. Update on Newcastle University and school involvement

Patsy Healey explained that interim Steering group attendees are invited to attend the following events:

Friday 3 February, 1130 at the Cheviot Centre – to brief the students ready for their work with the children

Monday 20 March, 1035 –12.35 at the Middle School – presentation of the pupils' ideas

Wednesday 3 & Thursday 4 May at the Cheviot Centre – students' presentation of their thoughts and plans to the steering group

Group members agreed to try to attend the meetings if at all possible.

13. 106 Agreement

PRf explained that a local authority and a developer can negotiate additional conditions to make a proposed development acceptable, called a 106 agreement. WPC should be invited to participate in such negotiations.

WNP will not affect any 106 agreements directly, but it can set the context for any negotiations. For example, WPC could ask a developer to transfer funds to GGT to build up resources for the provision of affordable housing, instead of providing such housing on the development site.

AH agreed to raise this with the WPC and to request notification of any applications. AH

14. Timetable

It was noted that there has been a slight slippage of timetable.

Monday 6 February – WNP meeting

Following week – press release

17 February – drop-in public meeting 15.30 – 18.30 (the only period that a room is available)

PRf & CC will print/provide for display A0 size documents, such as the results of surveys, which could be headed "This is what the surveys are saying. What would YOU add?" PRf, CC

WNP is aiming to complete by March 2018.

Next meetings and Dates for Diary

Friday **3 February**, 1130 at the Cheviot Centre – to brief the students ready for their work with the children

Monday **6 February**, 1900 at the Cheviot Centre (WNP)

Friday **27 February** – drop-in public meeting 15.30 – 18.30

Monday **6 March**, 1900 at the Cheviot Centre (WNP)

Monday **20 March**, 1035 –12.35 at the Middle School – presentation of the pupils' ideas

Monday **3 April**, 1900 at the Cheviot Centre (WNP)

Wednesday 3 & Thursday 4 May at the Cheviot Centre – students' presentation of their thoughts and plans to the steering group (times to be confirmed)