

Wooler Neighbourhood Plan

Minutes of the Steering Group meeting at 1900 on Monday 5th February 2018 at the Cheviot Centre

- 1. Present:** John Boardman (JB) - NCC, Margaret Brown (MB), David Bull (DB), Clive Coyne (CC) - NNP, , Caroline Cumming (CC) – WPC, Rob Donkin (RD) – WPC, Patsy Healey (PH), Alfreda Hindmarsh (AH), Shirley Mills (SM) WPC - chair, Anthony Murray (AM) – NCC, Mark Napier, Sue Welch (SW). Bill Eugster (BE) attended from 19.00-19.30 for the item on Green Spaces.

Apologies: Lynne Pringle, Malcolm Pringle, Pam Ratcliffe, Rosanna Reed.

- 2.** Minutes of the meeting on 5th February 2018 were agreed (PH, MB) with one correction:
Item 5, ' It is possible that providers will wish to consider the detailed proposals when formal planning applications are made.' should read 'Providers will need to consider the detailed proposals when formal planning applications are made.'

- 3.** Matters arising (other than agenda items) - none

- 4.** Planning consultant's advice 22nd January 2017

PH reported that the meeting with JL was very positive and helpful. She went through the project plan in detail and indicated we were on schedule. The next step will be the V and O consultation which, along with the HNA and sites assessment will help us work on the draft of the pre-submission document. As a lot of the background work has been done she thought this would not be too onerous.

- 5.** Consultation strategy update.

SW, PH and MB reported that the strategy for the V and O consultation was in hand. Posters and leaflets have been printed and these will be sent via e mail, mail or hand delivered to over 200 businesses, groups, organisations, statutory bodies, local PCs and landowners. The consultation will take place between Thursday Feb 8th and Saturday Feb 24th. During this time there will be displays in the window of Newton's old shop, Glendale Hall and the Cheviot Centre. The displays will be based on A2 versions of the pages of the V and O consultation. The document will also be available on the website and face book and it will be possible to respond on line. Copies of the document will also be available at the Cheviot Centre. Responses will be collated under the theme headings as part of the evidence for the Consultation Statement. A drop-in session at the Cheviot Centre is planned for Thursday Feb 15th 15.00-19.00. Members gave their availability to be present at the drop-in. Preparation of envelopes and the materials for display will take place on Wednesday Feb 7th at 2.30. **MB, PH, LP, SW and anyone else who can help.**
JB will look at the draft Consultation Statement to make sure it will be satisfactory. **SW, JB.**

- 6.** Working groups update.

Housing. PH reported that AECOM has been commissioned to support us with sites assessment and housing needs packages. Two people from AECOM met with a number of the WNP group on Tuesday Jan. 30th to survey the sites. They had been sent the list of sites and maps and will be able to give an objective view of which sites are viable to

meet our 15 year target and which might be longer term prospects. They will give some interim information in March with a report due in May.

Infrastructure. DB reported that 14 key service providers had been contacted but only about half this number had responded by the end of January. DB will follow the remainder up and provide a summary of responses. **DB**

7. Green spaces

8 spaces have been identified. There was discussion about ownership of these spaces and PH will liaise with the PC and NCC to identify ownership where this isn't clear. The strip of land on the edge of Wooler Water that is owned and has been planted by Gerald Dickinson will be described as 'open land with permissive access'.

Other areas were discussed. It was hoped that all these would be raised as part of the V and O consultation and would then be considered in the drafting of the pre-submission document.

8. Steering Group membership

John Boardman was welcomed as the NCC representative.

9. WPC feedback/ issues to take forward

The WPC members reported that they welcomed the discussion with JL and had found it useful. Two PC members of the WNP Steering Committee have been delegated to approve expenditure and sign cheques. The WPC meeting of January 29th approved the V and O consultation document.

The WPC will need to consider which of the Community Actions that have been identified in early drafts they want to identify as possible areas to pursue. **SW to send the summary to PR for circulation.**

10. Screening Assessments - still in abeyance.

11. Housing Needs Assessment

PH reported that the final Housing Needs Assessment Report has been delayed because of the unexpectedly high response rate. It is now due in mid February. There was discussion around the balance between housing needs and the commercial viability of sites. This will be discussed in more detail at the next meeting when the report is available.

12. Budget and funding application update

LP had sent information that there had been £5,250 to spend by the end of March. £3,900 has been spent (mainly on Consultant services). The remainder is likely to be spent on room hire costs and the costs incurred for printing etc. for the V and O consultation.

13. Website

MP has been putting a lot of documents on the website and has been able to provide an on line facility for giving responses to the V and O document.

14. Face book

MN reported that there are a lot of hits but no comments.

15. Timeline

PH reported that we are on target with all the tasks for this phase of the time line.

16. Consultation workshop planning

This was largely covered under item 5. The comments will be collated during and immediately after the consultation in preparation for a meeting on Feb 26th where the implications of the responses will be discussed and this will inform the discussion with JL on March 5th

17. Issues to discuss

CC raised the importance of capitalizing on the proximity of the National Park as a key asset for Wooler's economy. This was acknowledged and reviewed as part of the consultation.

18. AOB

AH reported that the Cheviot Herald (the church magazine for Glendale) is a very good source for publicity relating to the WNP. It is now only produced bi-monthly and there are deadlines for material to be included in each issue. PH reported that there will be a press release in the near future thanking those who responded to the Housing Needs Survey.

19. Next meeting and dates for diaries

Wednesday February 7th 14.30 at the Cheviot Centre. Preparation for the V and O consultation

Thursday 15th February, 1430–1915 at the Cheviot Centre: public consultation **ALL AVAILABLE**

Monday March 5th 10.00-16.00 at Cold Martin. Review meeting with JL **ALL AVAILABLE**

Monday 5th March, 19.15, at the Cheviot Centre: WNP Steering Group meeting **ALL**

Monday 9 April, 1900 at the Cheviot centre (or at Margaret Brown's home if the CC is not available) **ALL**

Tuesday 8th May, 19.00 at the Cheviot Centre: WNP Steering Group meeting **ALL**