

Wooler Neighbourhood Plan

Minutes of the meeting of the interim steering group at 1900 on Monday 6th March 2017

1. Present: Lynne Pringle (LP) - chair, Shirley Mills (SM) – deputy chair, Bob Snooks (BS), Rob Donkin (RD) – WPC chair, Rosanna Reed (RR) – WPC, Alfreda Hindmarsh (AH) WPC, Mark Mather (MM) - WPC, David Bull (DB), Charlotte Picken (CP), Helen Astley (HA), Lynda Cairns (LC) WPC clerk WNP secretary, Margaret Brown (MB), Sue Welch (SW), Patsy Healey (PH), Michael Stanwix (MS), Diane Perry (DP), Kevin Currie (KC)-WPC, Mark Napier (MN)-WPC, Peter Rutherford (PRf) – NCC, Pam Ratcliffe (PR)

Apologies: Tom Johnston (TJ), Clive Coyne (CC) **Anthony Murray – NCC**

2. The minutes of the meeting held on 6th February were agreed.

3. Matters Arising

4. Administrative position

LP welcomed Lynda Cairns, clerk to WPC, who has agreed to take on WNP administrative duties. LC told the meeting that from 20 March WPC will not be holding meetings until after the local election.

5. WNP minutes are available for inspection, held in the blue folder on WPC notice board in the Cheviot Centre. LC will also keep records of WNP for WPC.

6. Terms of Reference (ToR)

AH reported that the ToR have been agreed by WPC.

7. Coordination of WNP with WPC

Dates of WPC meetings are available so that WNP meetings can be scheduled.

8. 106 Agreement

MM reported that WPC is following up the 106 protocol with NCC.

AH to email PRf who will identify relevant information about possible development sites. Parish councils can contribute local knowledge and local opinions and concerns. **AH & PRf**
The timetable for parish councils to contribute are very tight, so it is important that WPC is promptly informed of any applications and gets involved at an early stage.

WNP statements must be carefully worded, to be referenced in any consideration of planning applications.

9. Survey of self-employed and small businesses

A list of businesses will be compiled before the next meeting **AH, MB, RR & DP**

10. Newcastle University school project

PH reported that 10 students are working with Year 8 at Glendale Middle School. The students have looked at previous studies of Wooler, and they are summarising the young people's likes and dislikes about living in the area.

The main focus of the project is Fergusons Yard, which the students and young people will visit with the permission of Rachel Tate. On Monday morning 20th March, parents & grandparents are invited to the school when teams of young people will make presentations to a panel of judges including Rachel Tate, AH and, it is hoped, MS.

All WNP attendees are invited to attend the presentations at the school.

In addition, to recognise their work further, the young people and their parents will be invited to make their presentations to the WNP meeting.

The events and the displays will be recorded by **PH** and kept as part of WNP's evidence.

11. Press release. The press release was published in the Berwick Advertiser to promote the work on the WNP and the public open meeting.

12. Public meeting 27th February

43 people attended and gave considerable useful feedback. The subjects raised largely coincided with the themes identified already by WNP.

13 quiz sheets were completed, and indicated that individuals' knowledge of Wooler differs widely in accuracy.

After the meeting, the information boards were displayed in Newton's shop window. Ian Newton has offered 2 days use in April at no charge, if WNP wishes to use it for display and drop-in/discussion sessions. LP to coordinate available dates and WNP participants, and write to thank Ian Newton.

LP

Secure storage: written information inc. original survey forms and feedback comments is currently being held by LP & SW. Glendale Festival will give secure storage space to WNP. **BS**

13. Other stakeholders

The key themes, which have been confirmed by recent consultation, are: housing; derelict sites; facilities & services; landscape; accessibility; the local economy; & the town centre.

Working parties were formed to identify stakeholders and consult them, give information and invite views, with respect to the town centre, the local economy and housing:

Businesses & the local economy: **DP, RR, MB, AH**

Hospitality industry **BS**

Housing: **PH, SW, LP, DP & DB**

Town centre: work with the shopkeepers and residents on High Street and Market Place
RD & MM

Stakeholders will be contacted face to face, and written general information given out; specific issues to be referred to the groups later.

Land ownership– What land is available? Who owns it? Is it already designated for specific purpose(s)? Are there any NCC constraints upon it?

Some land is earmarked for housing and employment in the Northumberland Core Strategy document. PRf will provide details from the NCC database.

PRf

Social groups and organisations

The meeting identified the WI, Young Farmers, churches, The Gathering (RVS), playgroups, Wooler Parents Network on Facebook, Knit & Natter, & sports groups.

All to email LP with the names and contact details of organisations and social groups. **ALL**

AH & MB to list ALL organisations and draft an introductory letter. **AH, MB**

AH will contact the WI & Young Farmers. MB will contact the 4 churches. **AH, MB**

LP & PH to provide notes for the working parties. **LP & PH**

Prf reiterated that it is important to consult as widely as possible, and that consultation is likely to result in reshaping WNP policies several times before the WNP is finalised. NPs often involve mediating between strongly held views, aspirations and constraints. Working groups can test at every stage whether the WNP is on the right track. A planning consultant would advise/guide on the course of action (see AOB).

14. Website/social media/logo

It is hoped to demonstrate the website at the next meeting, and to have the website invoice
s for payment before the end of March. **BS**

The logo was used to coordinate the display boards.

15. Vision for Wooler

We need regularly to remind ourselves of the vision statement which the group developed. It will be reviewed at the meeting every three months, beginning in April. **LP**

16. Timetable, inc. 3-month review of the position of chair, as required by the Terms of Reference

(i) March – September is the period for consulting, gathering evidence, and reviewing 6-months involving the community. Then the Plan will begin to be drafted.

(ii) LP was confirmed as chair. BS wished to stand down, and SM was appointed deputy chair.

17. AOB

A. Engagement of a planning consultant

A consultant would act as “a critical friend”, briefed on the work required and starting April/May. Day rate is £200–500.

PH advised that in the area there are 4 planning consultants with relevant experience. PH to provide details to LP. **PH**

LP & BS met Steve Revill, who has been working on regeneration projects in the Borders, and who will assist with WNP as we need.

B. Publicity

WNP will have a stand at the Glendale Festival, at the Glendale Festival Christmas event, and at the Glendale Show. To be arranged.

18. Budget

LP is to meet with TJ & LC on 7th March; notes of this meeting will be added to these minutes. LP

PRf advised that the average cost of a NP is £13k. A grant of £9k is expected. As WPC may be asked to make up some of the shortfall, it is important that everyone in the community is aware of the process.

19. Next Meeting & dates for diary

Monday 20th March 1035–1235 at Glendale Middle School: presentation of Year 8 work

Wednesday 29th March 14.00–19.00 at the Cheviot Centre: NNPA Local Plan drop-in session

Monday 3rd April 1900 at the Cheviot Centre: WNP interim steering group

Wednesday 3rd May at the Cheviot Centre: Newcastle University students presentation to the interim steering group (time to be advised)

WNP meetings:

May meeting changed because of the Bank Holiday, probably to Tuesday 2nd May (to be confirmed)

5th June,

3rd July

7th August

4th September

2nd October

6th November

4th December