

Wooler Neighbourhood Plan

Minutes of the meeting of the interim steering group on Monday 7th August 2017

1. Present: Lynne Pringle (LP) - chair, Shirley Mills (SM) WPC – deputy chair, Alfreda Hindmarsh (AH), Tom Johnson (TJ), Sue Welch (SW), Margaret Brown (MB), Rob Donkin (RD) – WPC, Peter Rutherford (PRf) – NCC, Patsy Healey (PH), David Bull (DB), Anthony Murray (AM)– NCC, Bob Snooks (BS), Pam Ratcliffe (PR).

Apologies: Clive Coyne, Rosanna Reed, Mark Napier, Michael Stanwix

2. Vision Aims Objectives –

Workshop session: how things are shaping, what we need to do next, and when

PH led the session, reviewing and adding more detail to the timetable and outlining the next stages. The immediate task – by 27th August is to be ready for the planning consultant and the WNP meeting on 1 September – is to write a first draft of the whole plan:

- Introduction about Wooler
- Contents page
- Timetable
- The plan – in the format of themes and objectives, then policies

(It was agreed that the 5 themes should be in the same format – policies should be identified for each theme and may be published with the theme or gathered together as there will be some overlap. **Working groups to co-ordinate a meeting to discuss this as quickly as possible**)

SM will compile the first draft of the Introduction. **AH** offered to help with this.

All to email SM a 1.5 page introduction (in Word if possible) by Friday 11th August.

3. Other tasks were allocated:

task	responsibility	time-frame
consultation strategy (to be included as an appendix in WNP)	SW	30 Sept
Glendale Show .staffing the stand MS, SW, AH, PH, PR. Stand Staff to prepare display boards	MB lead re tickets etc TJ boards .MS SW PH PR to organise a working party to prepare display material	28 August
organising Sites workshop (led by external facilitator, Jane Parnell) Posters BS & MS, TD if available	DB to project manage BS & MS, TD	28 Sept
review evidence which may inform our research/policies	ALL	October

review style and content of other NPs to inform our approach	ALL	30 Sept
--	-----	---------

5. Minutes of the meeting on 3rd July 2017 were agreed

6. Matters arising:

4. Newcastle University project

The 'Recording special views' session will be repeated at 1800 on Tuesday 26th September as few people had been able to attend. Advertising the event will be discussed at next meeting.

7. Land Ownership

It was agreed that, as a courtesy, the landowners would be invited to discuss the WNP and any implications for their landholding before any information about the sites from WNP enter the public domain. Savills will be asked for guidance on a format for a written communication inviting contact and further explanation. **MB**

If landowners request it, it was agreed that members of the steering group will meet with them. The practicalities and format of these meetings will be considered at next meeting based on responses to initial approach.

PRf commented that information relating to the sites identified on the SHLAA is already known, and these sites should be dealt with first. All sites that are not so listed will require a technical appraisal and possibly an Environmental Impact Assessment.

8. Social groups and organisations

LP & AH will visit groups whose members may not have been able to take up other opportunities to consider the WNP and make their views known. **LP & AH**

Glendale Festival – in appalling weather there were few people to look at the stand. Those who did were familiar with the process and wanted a speedy conclusion.

Leaflet drop – LP thanked all who'd delivered leaflets.

7. Planning consultant

Although 8 members had a useful working meeting, the meeting with Jenny Ludman to work on the draft plan had to be postponed to 12 noon on 1st September at the Cheviot Centre.

8. Core Strategy

PRf advised that at the end of July NCC had withdrawn the Core Strategy, and it was now reviewing the process; it may return to the existing evidence base or start a new CS. Outlying area such as Wooler could still usefully use the relevant parts of the discarded CS, but must provide as much or more land for development in their NPs as was originally mentioned in the CS.

In the absence of a CS, the WNP will be based on the National Planning Policy Framework. NCC Planning department will continue to advise on the WNP.

9. Update from working groups

Hard Copies of documents produced by working parties were circulated . Electronic copies to be forwarded to all WNP Steering Group members before Friday 11th August.

Local economy – AH to circulate; all to review and email comments to AH & MB **AH, MB, ALL**

Accessibility – SW to circulate; all to review and email comments to SW **SW, ALL**

Sustainable community – LP to circulate; all to review, email comments to BS & LP **BS LP ALL**

Landscape, townscape & Heritage – SM to circulate; all to review, comments to SM **SM, ALL**

Housing- work in progress will be updated and revisited at September meeting **PH**

10. Website

BS is managing the website; an assistant is needed to step in when he is unavailable to upload information and forward messages. Councillors who were present agreed to take forward to the Council a request for essential support.

RD, SM, DB, AM

All messages will be forwarded to LP.

BS

Facebook – MS has reported an increasing number of hits. No comments had required a response.

11. Budget & funding application

TJ reported that there will be a significant underspend in this funding period. He will report this to the funding body, and will outline the complexities of Wooler’s position.

TJ

The current underspend will have to be repaid, and a fresh bid made for additional money and technical support.

12. Timetable

The process is on track. The more detailed timetable will be circulated. PH to send to SM to put it in the existing format for forwarding to BS to upload the website.

PH, SM, BS

13. AOB

It was proposed to offer to give a presentation to WPC on the progress of the WNP.

Councillors present agreed that this should take place at the Council’s September 25th meeting.

RD, SM, DB, AM

14. Next meeting & dates for diary

24 August SM & PH meeting with Tillside NP Group

28 August Glendale Show

1 September noon Planning consultant: meeting to work on first draft of WNP

4 September 1900 WNP meeting

25 September 1900 WPC meeting

26 September 1830 ‘Recording special views’ workshop

27 September Chairs of Tillside, Lowick and Wooler NP Groups meet.

28 September 1830 Sites Workshop

