

Wooler Neighbourhood Plan

Minutes of the meeting of the interim steering group on Monday 4th December 2017

1. Present: Lynne Pringle (LP) - chair, Shirley Mills (SM) WPC – deputy chair, Rob Donkin (RD) – WPC, David English (DE)– NCC, Peter Rutherford (PRf) – NCC, Sue Welch (SW), Margaret Brown (MB), Patsy Healey (PH), Alfreda Hindmarsh (AH), David Bull (DB), Mark Napier (MN), Pam Ratcliffe (PR).

Apologies: Anthony Murray, Clive Coyne, Rosanna Reed.

2. Minutes of the meeting on 6th November 2017 were agreed (PH, MB)

3. Matters arising:

The Bootlegger meeting has been postponed until the New Year.

4. Planning Consultant's advice

2 days with the planning consultant have been booked: Dec 12th at 10.00 at Cold Martin, Jan 22nd 3.30-7pm at the Cheviot Centre.

Since the last consultation Jenny has worked on 2 documents that were presented to the group: a 'Tasks and timeline for completion' document and a draft document for consultation early next year. These were discussed and the following points made

a) Time scale. We're well on our way with the background information leading to the final drafts. The Settlement Boundary needs further discussion and is part of the consultation document. DE presented advice from NCC on the bodies to be consulted and it was noted that the final page identifying local bodies needs to be completed. The PC will be asked for advice on appropriate groups that they wish to be consulted. **SM and RD** to take forward to next PC meeting, for discussion and response .

The date for completion was discussed and it was agreed that a further period of up to 6 weeks needs to be added for work on the document after the consultation period.

b) Consultation document. This is a concise reflection of the vision, objectives and policies for discussion. The final page gives options for development. Photos need to be provided to replace those JL has used. **PH**

The document will be discussed again with JL at the next meeting and the PC will be asked for the document to be signed off in January before it is made public.

5. Consultation strategy

DB reported that he has worked with DE to identify 22 people/groups that need to be consulted on infrastructure. He will write to them within the next week.

Action DB

6. Land Ownership update

All responses to the initial letters have been followed up with interviews and this information is being processed. Unfortunately some landowners didn't respond.

7. Green Space Assessment

JL supplied forms for this but they seem overly complex. There was discussion about the need to protect green areas rather than consider replacement. It was agreed that this was important for park areas but recreation areas such as the football and cricket pitches might be considered for replacement.

8. Community Buildings etc

Surveys have been issued but not all have been returned. The information collected has been put into a spreadsheet. The meaning of 'Community Assets' was clarified as those places where the community can congregate. DE pointed to two ways of protecting community assets. The PC can apply to have community assets protected and/ or it can be done through the WNP by listing the community assets. DE suggested that both methods are considered. WNP needs to work with the PC to identify these for January

Action LP/SW and the PC. SM and RD to take feedback about this issue to next WPC meeting in December

9. Steering Group membership

Following the last WNP Interim Steering Group meeting requests were made for the PC and GGT to identify representatives so the committee and terms of reference can be finalised. GGT has nominated Patsy Healey as its representative.

The PC has nominated Caroline Cumming, Mark Mather, Shirley Mills and Malcolm Pringle.. The suggested community representatives are Margaret Brown, David Bull, Alfreda Hindmarsh, Lynne Pringle and Sue Welch.

Non-voting members who will support the group are Tom Johnston (Financial advice), Mark Napier, Michael Stanwix (Social media) and Pam Ratcliffe (Admin. support).

Action: LP to send this list to the PC for confirmation and updating of the terms of reference.

10. WPC/WNP joint meeting update/ feedback

Feedback has been received and will be discussed with JL.

Action: LP to email feedback to all members and everyone to email LP with comments before the meeting with JL.

11. WPC feedback

No feedback from the WPC meeting.

12. Screening Assessments

Discussions have taken place with AECOM and a package for Housing Sites Assessment and Housing Needs Assessment has been commissioned.

13. Housing Needs Assessment

The Questionnaires have been delivered and CAN will report on the results in January.

14. Working Groups update, Background Reports

The Economy background report has been sent to JL. It was decided that reports are not needed for the Landscape and Accessibility sections but relevant information needs to be provided on the website.

Community, still ongoing, all to go to Jenny.

15. Budget and funding application

The recent applications have been approved.

16. Website

Malcolm Pringle has been dealing with this and LP reported that all the relevant documents for each section of the plan need to be placed on the website.

Action: Each working group to send relevant documents to LP.

17. Facebook

MS is managing this very well and encourages everyone to send him anything that would give a flavour of what's happening so he can add it. The housing information and the final consultation document will be added.

18. Timeline

The relationship between the Timeline and the spreadsheet provided by JL was discussed. It was agreed that the Time-line would be adapted to be in line with the spreadsheet with an

arrow indicating where we are. The spreadsheet with changes as discussed earlier would be added as a Project Plan as it would serve a different audience.

19. AOB

AH reported a new bookshop has been opened in the High Street.

LP noted that Bob Snooks and Peter Rutherford are both moving on from the WNP and were thanked for all their support and efforts.

20. Next meeting and dates for diaries

Tuesday 12th December, 10.00 at Coldmartin: Meeting with Jenny Ludlam

Wednesday, 20th December, 18.30–20.00 at the Cheviot Centre: mulled wine and mince pies for everyone involved in developing Wooler's Neighbourhood Plan **NB see note below**

Monday 8th January, 19.00 at the Cheviot Centre: WNP Steering Group meeting

Monday 22nd January, 3.30-19.00 at the Cheviot Centre: Meeting with Jenny Ludlam

VENUE for 20th Dec meeting is now Dunblane House, Ryecroft Way, Wooler. 6.30pm until 8 pm