

Wooler Neighbourhood Plan

Minutes of the Steering Group meeting at 1900 on Monday June 18th 2018 at the Cheviot Centre, Wooler.

1. Present: - Margaret Brown (MB), Robert Donkin, Patsy Healey (PH), Alfreda Hindmarsh (AH), Shirley Mills (SM) chair, Pam Ratcliffe (PR), Sue Welch (SW)

2. Apologies: Caroline Cummings (CC), David Bull (DB), Malcolm Pringle (MP), Lynne Pringle (LP)

3. Minutes of the meeting on 8th May 2018 - agreed as correct

4. Matters arising

The WPC Parish Clerk triggered the screening assessments and thanks for doing this were expressed.

John Boardman has been replaced by DE as the NCC representative. He said he would send us examples of letters sent to infrastructure providers in relation to the final consultation.

We need to ask DE if he could fulfil this.

Action: SW to ask DE if he could send us examples

We need to ask DB to provide a list of which infrastructure providers were sent letters about issues late last year and what their responses have been – to send to JL for the Consultation report.

Action: DB to provide list to PH to send to JL

5. Meeting of WPC, WNP, David English (NCC) and Jenny Ludman (Planning Consultant)

PH summarised key issues from the meeting for those not present.

Issues around Community Actions had been raised and SM confirmed that these would be discussed at the July WPC meeting.

DE agreed to provide us with a map of sites and a digital copy. This will develop as we feed updated information to him.

6. Timeline

This needs to be altered to take account of the assessments so there is a possible delay with the final draft being produced in October rather than September.

7. Planning Consultant

Before the evening meeting on June 4th potential difficulties were highlighted with JL and DE.

LP and PH have made amendments to the last draft and sent these to JL so we hope to receive draft 4 soon. PH raised the issue of photos in the document and will put together a list of photos we need.

JL is also writing the Consultation statement and needs the dates of workshops etc. that have been held

Action: PH to list photos. SW to send list of dates to JL

8. Consultation preparation

We need to develop a plan of action for the consultation.

Action: MB to liaise with LP and ask others to contribute if necessary.

9. Community Actions

This will be discussed at the July WNP meeting

10. Infrastructure providers' meeting

This will take place on July 12th, 12-1 at County Hall. LP and DB will attend on behalf of the steering group. Representatives from Northumbria Water, NCC Estates, and Highways will be present as well as JL and DE. Because the meeting is only an hour DE requested that we send information to those attending the meeting about the sites to be discussed. PH suggested we send information about sites 1, 16-18, 22 and 24. She produced a document that summarised issues associated with these sites which updated information on the SHLAA. It was agreed that this was very helpful and PH will send this to DE for circulation.

Action PH

11. Steering Group membership

Representatives with voting rights from WPC are now Caroline Cummings, Robert Donkin and Shirley Mills

12. WPC, WNP feedback/ issues

No issues

13. AECOM and NCC Screening Assessments (current and upcoming)

PH reported that AECOM has produced 2 reports: one on sites and one on housing needs. The draft site report has been received and comments sent back and these have been taken into account in the final report.

The Housing Needs report was very late but a draft has been received. It is useful in confirming the need for affordable housing and accommodation for the elderly but the methodology used to calculate numbers of housing units was not suitable and the numbers in the draft report were much lower than our estimates (56). This has been acknowledged and the numbers are likely to be higher in the final report.

14. Further Screening Assessments

The process has now been triggered and a decision will be made about the need for assessments will be made when we have finalised the sites to be included.

15. Budget and funding application update

The budget has been activated and we have been allocated all we asked for.

16. Website

Some changes have been made and all steering group members were urged to look at the site and try to see it from an outsider's point of view. In the emerging draft plan it will be helpful to have hyperlinks to relevant documents. Thanks were expressed to MP who has been working on the website.

Action: ALL look at the website and evaluate. MP and SW to work on hyperlinks.

17. Facebook

Thanks to Michael Stanwyx were expressed for his work on Facebook. For the Consultation Statement it might be helpful to have an indication of the number of 'hits' on the page.

18. Data Protection

Thanks were expressed to the WPC Clerk for her support with this.

Action: LP to write a letter of thanks

19. AOB

As queries about the plan emerge it is important that we all respond in a similar way. It was agreed that 'At the moment discussions are underway. Nothing is decided yet and the plan will be in the public domain in the autumn' would be an appropriate response.

Action: ALL

SW had received an e mail about Community-led housing. PH has sent this to Tom Johnson from the GGT.

LP had asked that everyone meeting in small groups keep a record of their meetings.

Action: ALL

20. Next meeting and dates for diaries

The proposed meeting with WPC on July 2nd will be postponed until after the meeting with the infrastructure providers. July 2nd will revert to being a Steering Group business meeting and a date for the postponed meeting decided then.

Monday July 2nd 19.00 Steering Group meeting at the Cheviot Centre

Monday August 6th 19.00 Steering Group meeting at the Cheviot Centre

Monday September 3rd 19.00 Steering Group meeting at the Cheviot Centre

Action: SM to ask the WPC Clerk to let all WPC members know about the change. SW to confirm room bookings for the dates in July, August and September.