

HAZELBURY BRYAN PARISH COUNCIL – NEIGHBOURHOOD PLAN COMMITTEE

Minutes of a meeting held on Tuesday 3rd October 2017 at 7.00 pm in the village hall

109/17 Present: Ian Stevenson (IS), Val Rubie (VR), Angela Chatters (AC), David Maughan (DM), Ken Huggins (KH), Malcolm Wilson (MW), Jo Witherden (JW) plus 2 members of the public

110/17 Apologies for absence: Received from Liz Stockley (LS), Keith Harrison (KeH), Geraldine Hobson (GH) and Jill Noades (JN).

111/17 Declarations of Interest: None

112/17 Adoption of the minutes of the meeting held on 5th September 2017: The draft minutes were approved.

113/17 Matters arising from these minutes: Covered in agenda items

114/17 Public session: No comments

115/17 Consultation events: The first session on 23rd September had been successful with an estimated 150 or so attending. So far about 120 questionnaires have been completed and returned. At the next session on 6th October some photographs will be taken. The summary of Red Sites will also have the appropriate “key” added to the bottom of the page.

IS will input the data into a spreadsheet, JW will provide a suitable template. Once all the forms have been received the results can be shared with landowners and the public.

116/17 – SEA: JW remains frustrated by NDDC’s failure to make a determination one way or the other as to whether an SEA is required. Assuming a “yes, it’s required” answer is received, JW has sent the draft SEA to the statutory consultees and asked for any comments to be returned by 31st October 2017. Confirmation of housing need assumptions is also still awaited from NDDC. The Conservation team will also need to provide input, but they are under-resourced and we might need to fall back on an independent heritage expert. MW will ask Councillor Pauline Batstone if she can help push for action from NDDC.

117/17 – Work-streams – review of progress reports:

i) Housing needs assessment – still waiting on NDDC to see if our expectations of housing need in the Plan are in line with NDDC’s expectations

ii) character and design – no specific work needed at present

iii) others – nothing required

118) Consultancy – to consider further support required and grant funding as necessary: JW had produced a project plan which runs until June 2019. Committee members were somewhat disappointed that the process is expected to take such a long time and have concerns over maintaining community interest over the period. JW explained that excellent progress is being made and that the aim is to have a completed Plan submitted to NDDC within 12 months. On current performance standards it will then take NDDC 9 months to process and approve the Plan.

Key milestones going forward are:

- Consultation analysis, SEA preparation and conformity checking – by February 2018
- Preparation of draft Plan and preparation for the formal “pre-submission” consultation – by March 2018
- Pre-submission consultation – by May 2018
- Review of consultation comments – by July 2018
- Preparation of final Plan and evidence base and submission to NDDC – by October 2018

It was agreed the committee wished to continue with JW’s consultancy support.

MW has completed the formalities in respect of the second funding grant which has now been spent. He has begun preparation for a further grant to cover work until the end of March 2018, when the current grant scheme ends. Under the normal rules a further sum of approx £3,250 ought to be available, to bring our total up to £9k. JW had advised that as we are allocation sites the Plan will be regarded as being more technically complex and additional funding of up to £15k is available plus other technical support from Locality’s partner, AECOM. JW’s experience is that AECOM’s help

is somewhat “straightjacketed” but the Urban Design module might be useful given the likelihood of little or no support from NDDC’s Conservation Team. MW will explore all options with Locality. JW will provide costings for the grant application, including DERC and heritage quotes from other contacts she has used on other plans.

119/17. To consider any other relevant matters: None

120/17. Date of next meeting – Tuesday 7th November 2017: This was confirmed, 7.00 pm in the village hall.

120/17 Close of meeting: With no further business to discuss the meeting closed at 7.45 pm

DRAFT