BETLEY, BALTERLEY & WRINEHILL NEIGHBOURHOOD PLAN STEERING GROUP

Minutes of the meeting of 14th December 2017

159. PRESENT:

John Bailey, Joe Berman, Mike Covell, Mandy Deavenport and Mick Padmore.
Gwyn Griffiths.

160. APOLOGIES

Peter Ainsworth, Rob Beddis, Robert Bettley-Smith, Seb Daly and Richard Head.

161. CHAIRMAN

In the absence of both the Chairman and Vice-Chairman Mick Pasmore chaired the meeting

162. MINUTES

The Minutes of the 16th November was approved as a true record and signed by the Chairman.

163. MATTERS ARISING

163/1 Draft Neighbourhood Plan. The following decisions/ actions were made/approved:

* The Draft Plan needed to be broken down into "chunks" which might appeal to individuals to work upon;

* **ACTION POINT: JBe & MP to look at how the policies should be structured within the Draft Plan;**

* The training event originally planned for 13th January should be postponed due to the absence of key people, and should be rearranged for February;

* It was important that the NP must not duplicate JLP policies, but need to be specific detailed local policies;

* Work was needed on policies to address views in and out of the area;

* Steering Group members were asked to draw up a list of important local features which could be identified within, and protected by, the NP;

* **ACTION POINT: MP to arrange for Character Appraisal and Management Plan and H.U.C.A. to go onto the NP website.**

163/2 The NULBC Planning Committee meeting to consider the JLP had not taken place as planned and the associated NP Forum had therefore been cancelled. Both would now take place in early January along with the NULBC NP Workshop. It was important that the Parish (both Council and NP if possible) should be represented at each meeting. As things stood the following arrangements were approved:

January 3rd - Planning Committee - JBe & GG

January 8th - NP Forum, Loggerheads - GG (who would be required to minute the meeting) and JBa / MC as available

January 11th - NULBC Workshop, Newcastle - MP & JBa / MC as available (GG's attendance depended on time of meeting).

163/3 On the issue of a Housing Needs Assessment GG advised that a grant application was under preparation but needed an updated Project Plan.

ACTION POINT: MP to forward updated Project Plan to GG

163/4 On the issue of business/ community group consultation the spreadsheet an letter were now complete, but it was considered impractical to follow up before Christmas/ New Year. It was therefore agreed that the work should commence in early January with a target completion date of end February.

163/5 It was considered that a library of photographs of local buildings and features needed to be gathered.

ACTION POINT: JBa to progress.

there had been some confusion. A letterheading had been prepared, but technical problems meant it was not available at the meeting. The letter itself had been previously circulated.

164. NEXT STAGES

It was felt that this had already been covered in the meeting.

165. WORKING GROUPS: REPORTS & ACTIONS

165/1 Finance Sub-Group. Nothing to report. Work on a 2018-19 budget would need to begin in January to allow time for the grant application.

165/2 Communication Sub-Group. GG reported that the Newsletter was with the distributor and should be delivered early the following week. JBa was currently updating the Community Engagement Evidence Document. It was felt that a series of further newsletters would be appropriate, possibly two or three in 2018 to report on the business consultation, JLP progress and the experiences of other NPs.

165/3 Planning Policy Sub-Group. Generally covered already.

165/4 IT/ Analysis Sub-Group. The website had been updated. JBa was thanked for his efforts. There was a need to review demographic information for the website.

156/5 Housing Sub-Group. Nothing further to report.

156/6 Project Management. MP would update.

157. ANY OTHER BUSINESS

Nil.

158. DATE OF NEXT MEETING

Steering Group - Thursday 18th January 2018 7.30pm.