

Minutes of Neighbourhood Plan Working Group

Date: 4th November 2014

Venue: Burghwallis Pub

Present: Parish Council: Kath Walters Jill Lamming
Working Group: Adrian Sowden (chair) Alistair Owens (sec)
Planning Aid: Megan Wilmott

Apologies: Brenda Grimes, Mike Dando

Minutes of meeting held on 22nd October 2014 accepted.

Actions:

Preparation of Consultation Statement

Draft statement issued for review by the working group

1. References to be amended to list:
2. National Planning Policy Framework (NPPF)
3. Burghwallis conservation area appraisal (draft)
4. DMBC Core Strategy.

Adrian

Draft 9 of NP

The Plan document has been updated to include the cross reference to the DMBC core strategy as appendices. Megan is to include the cross references to the NPPF.

Megan

The consultation statement is also to be cross referenced to relevant sections of the DMBC core strategy

Adrian

The final draft of the NP is to be proof read by a professional (Claire Smith)

Target date to release the NP to Jane Stimpson and Mike Dando now set at week 47. Jane has advised it will take 10 days for her department to scrutinise the document. She will then arrange for a face to face briefing to relay her comments.

Mike Dando has agreed to match the same timescale.

Kath

Conservation Appraisal Report

The DMBC have published the draft report on the Burghwallis Conservation Area. This is open for public comments for the period 10th November to 15th December 2014. The report and various maps have been added to the Burghwallis website

Alistair

Stakeholder letter and flyer

The letter and flyer have been prepared to support the publication of the NP final draft after Jane and Mikes scrutiny.

Mike has asked to see these documents before release

Kath

Grant Authority.

The plan of expenditure for the last quarter needs to be submitted to the authority by 8 th November.

Kath

The schedule of expenditure to cover the balance of funds from the grant is to be submitted to the authority by 8th December

Kath

Consultation Review

Fifteen copies of the final draft are to be printed to support the public consultation period. These will be positioned at the public libraries and the Burghwallis Pub. These documents will not be available to be removed and a comment slip and collection box is be placed alongside the exports.

Kath

The parish councillors will each hold an additional copy available on loan to anyone wishing to review the report in more detail.

Kath

The NP report will be added to the Burghwallis web site allowing anyone in the parish to comment on line.

Alistair

Financial report

Expenditure to date £ 438.68

Balance remaining £ 756.32

Pubic Attendance:

There were no members of the public present at the meeting

Date of next meeting:

24th November at 19:00 at the Burghwallis pub