

NOTES OF THE MORPETH NEIGHBOURHOOD PLAN STEERING GROUP MEETING

MONDAY 14TH OCTOBER 2013 AT 3PM **IN THE CORN EXCHANGE OF MORPETH TOWN HALL**

1. Present

Representing

Councillor Ken Brown	Morpeth Town Council - Chairman
Councillor Nic Best	Morpeth Town Council – Vice Chairman
Councillor Bob Robertson	Morpeth Town Council
Ian Campbell	Project Coordinator
Councillor David Cowans	Heritage Topic Group
David Rowlinson	Northumberland County Council (NCC)
Simon Cox	Sports, Arts and Leisure Group
Councillor Mike Sharp	Mitford Parish Council
David English	Northumberland County Council
Councillor David Parker	Morpeth Town Council
Councillor Philip Ashmore	Hepscott Parish Council
Graeme Trotter	Sports, Arts and Leisure Group
Colin Pearson	Education Topic Group

Clerk

Mrs Angela Logan	Morpeth Town Council (MTC)
Miss Louise Davey	Morpeth Town Council

In attendance

Chris English – Observer	KEVI - Work Experience
--------------------------	------------------------

Apologies for absence were received from Cllrs Joan Tebbutt (MTC), Andrew Kelly (Hebron PC), Peter Stonell (Pegswood PC), Karen Carins (Stannington PC), Gillian Turner (MTC), David Lodge (GMDT) and Peter Fuller (Transport)

2. Notes of the meeting held on 9th September 2013

The notes of the previous meeting were approved.

3. Northumberland County Council Housing Need Survey

Members considered an email received from a member of the public regarding an alleged serious problem with the Northumberland County Council (NCC) Housing Needs Survey. NCC has made a formal response to the concerns raised and advised members that they believe the correct methodology was used. NCC has entered into communications with the gentleman raising the concerns.

Agreed – This will be passed to the Housing Topic Group for consideration.

4. Issues and Options Consultation

a. Verbal Report on progress of the Editorial Board

Members were given a verbal report on the progress of the Editorial Board.

b. Initial Feedback

A presentation was given by Simon Cox regarding the responses received so far on 'SurveyMonkey'. Members were advised that progress is being tracked daily and significant data is being received through this process.

Concerns were raised about the number of responses received, especially in the under 40's category, and whether this would be sufficient for analysis purposes.

c) Engaging Hard to Reach Groups

Concerns were raised about the number of responses received, especially in the young people and under 40's category, and whether this would be sufficient for analysis purposes.

Chris Anderson from Planning Aid is working with local schools in Morpeth from The 3 Rivers Learning Trust. He is arranging focus groups with the schools with which they are keen to engage with. A meeting has been arranged at King Edward VI High School in Morpeth for Friday 18th October 2013 to give a presentation on the Neighbourhood Plan.

Members also considered a continuous engagement process with other youth groups, i.e sports groups, and that this should not be confined to just the consultation period.

d. Events

Another public awareness event for the Issues and Options Consultation has been arranged for Saturday 19th October 2013, 1pm to 5pm at Sanderson Arcade in Morpeth. Volunteers to staff the stall were requested.

e. Media Coverage

Members were advised that the media coverage in the Morpeth Herald to date has been positive. Coverage will also be included in Inside Morpeth".

Agreed – The Morpeth Herald should be approached to request if there could be a banner headline published in the paper for the last week of the consultation.

It was also suggested that Radio Newcastle be approached to publicise the plan.

5. Progressing the Plan post-Issues and Options and the Draft MNP

a. Strategic Environmental Assessment

Members were informed of the requirement to prepare and publish a Strategic Environment Assessment at the same time as the report to demonstrate the environmental impacts of developments. Support and user guides are available from Northumberland County Council. There will also be volunteer support from Planning Aid and the need to establish a Project Team was highlighted. The timescale for this is November 2013 to April 2014.

b. Engagement with developers

It was emphasised to members that demonstration of engagement with developers is required. It was suggested that this be started in December 2013. It was agreed that this would be delayed until the Issues and Options Consultation report had been completed.

Agreed –

- To set up a Developer Engagement Project Team consisting of one or two representatives from each of the Topic Groups
- Use of a questions/outcomes template to aid consistency
- Engagement specification template to be presented at next meeting
- To invite all Developers to a group meeting/workshop

c. Progressing without a Core Strategy

Members were advised that a general conformity between the Neighbourhood Plan and the Core Strategy is expected and that an Inspector's view on this could be received at a workshop.

d. Post-consultation event

The analysis and interpretation of the responses will commence after the end of the consultation period.

Agreed –

- To issue press releases to thank everyone who responded and highlight the key issues.

e. Project based approach

An outline plan timeline was provided for the next stage of the project:

- SEA / Preparation of Environmental Report: November – April 2014
- Interpretation of Issues and Options Feedback / scoping of draft plan: November - end December 2013
- Liaison with landowners / developers; service providers; local authority; LPA: November – end January 2014
- Plan Preparation: January 2014 – April 2014
- Project Proposals: December 2013 – March 2014
- Policy Preparation: January 2014 – April 2014
- Facilitated Workshops: March / April 2014
- Preparation of Pre-submission Draft: April / May 2014
- Public Consultation on Pre-submission Draft: June / July 2014

f. Other workshops

Two workshops are to be arranged in December 2013/January 2014 on Policy Development and Town Centre issues.

6. Resources and Support

Members were advised that although the Neighbourhood Plan is not over budget for 2013/14, but additional contributions from the Parishes may be required for 2014/15. It was highlighted to members that the payment already received from the individual Parishes was for the entire plan period.

Agreed – MTC to review the Individual Parish requirement and advise

7. NCC update

The Consultation on the Preferred Options for Housing, Employment and Green Belt will run from the 31st October 2013 to 2nd January 2014 with all the consultation documents available on the Northumberland County Council website. The Neighbourhood Plan Steering Group and the Parish Councils will make individual responses.

8. Correspondence

There was no correspondence on this occasion.

9. Any other business

With no other business to discuss the meeting concluded at 5pm. The date of the next meeting is Monday 11th November 2013 at 3pm in the Corn Exchange in Morpeth Town Hall.

Prior to the next meeting, on that date at 2pm in the Corn Exchange, will be a presentation by Northumberland County Council on the Core Strategy – Preferred Options. This is a dedicated sessions for Morpeth Town Council, Hebron, Hepscoth, Mitford and Pegswood Parish Councils.