

b. Leaflet distribution

It was reported that the consultation leaflet has been received in all parishes however some residents still claim that they had not received theirs. Additional supplies of the leaflet are available from Morpeth Town Hall.

c. Launch & Events

The Draft Plan Consultation event at St James Community Centre on Friday 16th January 2015 and other events had been very successful.

There were no more events scheduled however an extra session may be required to boost the level of response if necessary.

Councillor Best, Tebbutt and Robertson addressed the KEVI school council on 30th January 2015 and it was proposed that they would host a world café in school to seek responses from the younger members of the community.

The Morpeth & District Chamber of Trade are having a meeting to discuss the draft plan and to provide a response.

Articles have been included in the Morpeth Herald and Inside Morpeth.

d. Formal Notifications

It was recognised that a number of key consultees had only been invited to comment on the draft plan and not formally notified of the plan and the process. Letters of Formal Notification were sent out on 3rd February providing them with a 6 week period which will end on 20th March 2015.

It was also agreed that the students at KEVI were granted an extension to the consultation period up to 28th February 2015 to allow for the setting up of their world café day and the half term holiday. The Chairman agreed to liaise with KEVI on selecting the date of the day as they requested some facilitation. David Woodard stated that Pegswood would like to be involved at this event.

e. Responses to date

Cllr Best announced that 251 surveys had been received to date.

4. **PPG Group Membership**

Cllr Woodard advised that Pegswood Parish Council were concerned that the draft plan was lacking in relation to the Pegswood issues. His Council had requested that he make a request to become a member of the PPG group to ensure Pegswood was represented. Cllr Best advised that the PPG was comprised of members who had the skills and experience to write the plan and that representation from each of the Parishes within the plan area was not necessary. Cllr Best advised that it would be of benefit for Pegswood to produce a technical report highlighting the Pegswood issues which would be supplementary and supporting information.

Cllr Woodward proposed that he become a member of the PPG group. A vote was taken and it was agreed that Cllr Woodward become a member of the PPG group and that they would benefit from his experience.

5. **MNP Post Consultation**

Cllr Ashmore indicated a programme timetable to allow the plan to proceed to the adoption stage.

ACTIVITY	TIME SCALE
Plan completed after considering the issues raised as part of the consultation exercise. Advice from NCC – DE & DR	31.03.15
Consultation Document, Environmental Report and Condition Statement to support Final Plan	31.03.15
Formal Submission to NCC	17.04.15 (approx.)
6 Week Consultation – Formal Consultees	01.06.15
Appointment of External Examiner	01.06.15
Examination	01.07.15
Enquiry period for Examiner (if required)	21.07.15
Examiner Decision – Fit for Referendum	01.09.15
Referendum	01.09.15
Morpeth Neighbourhood Plan Adopted	01.10.15

David Rowlinson advised that it could take some time to organise a referendum and the Examiner may request the removal of some policies if they are not sound or fit for purpose. It was also acknowledged that it must have conformity with the draft core strategy.

The background evidence documents are being prepared by the PPG group including the consultation report which will detail how and when the consultation was undertaken and how the responses were dealt with.

It was noted that the Final Plan, Consultation Document, Environmental Report and Condition Statement would need to be endorsed by either Full Council (25th March 2015) or by delegated authority given to the Planning & Transport Committee (18th March 2015). The Steering Group will also need to endorse these documents before submission to NCC. It was agreed to hold a Steering Group Meeting on Monday 30th March at 3pm for that purpose.

6. Core Strategy

Morpeth Town Council has already submitted its comments to NCC in response to the Core Strategy Consultation. Pegswood, Hepscott and Mitford advised they were in the process of submitting their comments before the deadline date of 11th February 2015. It was acknowledged by the Steering Group that they did not have time to submit a collective response however it would be considered appropriate to do so. David Rowlinson agreed that he would seek to get a 2 week extension for the group to submit their response.

7. NCC Update

David Rowlinson advised that there were no major updates to report. It was noted that both David Rowlinson and David English continue to offer support to the PPG group. The Employment Land Study was being progressed by NCC. Cllr Best also requested an up- date on the Sustrains report.

8. Any other Business / Date of next Meeting

Cllr David Cowans – Chair of the Heritage Group raised concerns regarding how issues associated with the Heritage listings and the proposal to increase the Conservation Area was being addressed. The Steering Group agreed that the Heritage Group investigate and undertake additional work to determine the methodology of using either the Blyth or Bedlington review as a basis for determining the way forward.

The date of the next meeting was confirmed as Monday 9th March 2015 at 2pm. A discussion on the Small Settlements and Green Belt Review with Frances Wilkinson (NCC Specialist Development Officer) will be held prior to the main agenda.