



## Neighbourhood Plan Working Group

Lynwood House  
Tuesday 17 February 2015  
7.15pm

**Present** Councillor Mike Wardle (Chair), Councillor Ossie Johnson,  
Councillor Keith Harrison, Councillor Paul Jackson,  
Councillor Ann Cook, Councillor Colin Burton,  
Councillor Stuart Walker, Steve Bailey,  
Mike Gladstone, Terry Coult, Eric Hepplewhite, Joe Ridgeon,  
Charles Petrie, Elaine Hogg

Stuart Carter – Spatial Policy Team, Durham County Council

**1. Welcome**

Councillor Mike Wardle welcomed everyone to the meeting and introductions were made.

**2. Apologies for Absence**

Apologies were received from Jill Gladstone Chris Phillips, Michael Horsley  
Fiona Green and Brian Naylor

**3. Declarations of Interest**

There were no declarations of interest.

**4. Notes from the last meeting**

The notes from the last meeting were agreed.

**5. Developments since the last meeting**

**Conservation Area Appraisal** – This is a complex document. It is likely that funding will be needed to achieve this. Elaine Hogg informed the group that she had experience in producing Conservation Area Appraisals and could provide initial advice and support alongside Fiona Green. However it will be necessary to appoint someone to write the document.

It was agreed to place this item on the agenda of the next meeting for a more detailed discussion.

**Update on Current Documents** – Work has been undertaken by Mike Gladstone, Mike Wardle, Elaine Hogg and Brian Masterman to consider the current publications (Lanchester Parish Appraisal, Lanchester Parish Plan, Village Design Statement and Locality Map document) and draw together the common themes / strands from them. A document containing a list of Policy Topics derived from these parish publications has been compiled which was circulated for the group to consider. It was considered that these issues had a strong foundation in terms of previous consultation and involvement of the community and could be used alongside the issues identified in the more recent questionnaire exercise. The Chair thanked the members of the group involved in producing this piece of work.

### **Malton**

The working group were informed that representatives from the working group had met informally with a landowner regarding a possible development on a brownfield site in Malton. This is the only brownfield site in the Parish and would involve the redevelopment of a factory site. The landowner / developer has also met with residents of Malton. There is currently no planning application submitted.

### **Amended Proposal for a housing development by Story Homes**

The group were informed that an amended proposal for a housing development up Newbiggen Lane had now been received by Durham County Council. Comments on the amended proposal would need to be made to the County Council within the specified consultation period. The group were informed of a recent decision by the Secretary of State to defer a decision on a housing development in Buckinghamshire as it may conflict with an emerging Neighbourhood Plan.

## **6. Early Engagement Questionnaire**

The questionnaire was administered during January. The questionnaire was made available at local community venues and via the website. Rural houses and hamlets received a questionnaire through the door. In addition a vast list of community groups and village organisations were contacted and given the questionnaire.

Thanks were given to the members of the group who helped with the questionnaire distribution and analysis.

### **Number of Responses**

205 completed questionnaires were received which represented the views of 448 individuals.

It was noted that the on-line access of the questionnaire was limited and that the questionnaires could not be completed and returned on-line.

### **Demographic Information**

The demographic information showed that the gender split was fairly even and the geographic coverage of the village and rural parish was good. However the age profile is very heavily weighted towards the older age

groups. It was acknowledged that the 19 – 30 age group was a difficult age group to reach and different methods would need to be considered for future consultations.

### **Contents Analysis**

Each questionnaire had been analysed and the comments / ideas / concerns identified in a document. There is an audit trail from each questionnaire where the responses can be identified if necessary.

The analysis revealed a vast number of issues and concerns which are all listed. Some were identified by a few individuals but other issues were identified by several hundred.

The group looked at the analysis and a general discussion took place around the main issues identified.

It was acknowledged that some of the issues had commonality and could be grouped together.

The County Plan would contain strategic policies. The Neighbourhood Plan although concurring with the County Plan could contain more local, specific policies. Any policies would need to be evidenced, with proof provided.

The group agreed that the recent questionnaire provided a good foundation to build on.

## **7. Next Stage of the Plan**

### **Feedback to the community**

An article to inform the community about the recent questionnaire and the level of response has been submitted to the Village Voice and will appear in the February Parish Council newsletter.

Discussion took place on arranging a ½ day session in a community venue to inform the community of the main themes and issues that have come out of the survey and to inform them of which areas will be developed further and seek feedback. Work will need to be undertaken on the questionnaire results to enable a display to be prepared.

### **Development of Issues**

The document on the Policy topics prepared from the existing community documents should also be used alongside the outcomes of the recent survey.

It was agreed that members of the group form smaller groups to work on one of the four main questions in the recent survey.

The main survey questions were:

- What do you like about the Parish?
- What do you dislike about the Parish?
- What pressures do you think will affect Lanchester Parish now and in the future?

- What changes or improvements would you like to see in Lanchester Parish?

This is not to undertake work on developing any policies but to undertake work which will sharpen the results of the recent survey and to either align the issues with the 17 policy topics already identified from the existing community documents or to identify any other policy topics.

It was agreed that members of the group contact Sally to state which area they wish to work on. Sally will then inform members of the final groupings so that they can arrange to meet to undertake further work.

## **8. Timeline**

The Neighbourhood Plan is meeting the timeline dates.

## **9. Future Funding**

Members were informed that a new programme of grants would become available for 2015 – 2018. Grant support of up to £8,000 can be applied for.

It was agreed that Mike Wardle, Stuart Carter and Sally Laverick meet to progress a grant application.

## **10. Update on County Plan – Inspectors Meeting**

Members were informed that the interim report from the Inspector was due shortly.

## **11. Next Steps**

The next steps were agreed:

- Members of the group to nominate which area they wish to work on
- Members are informed of the membership of the groups
- The sub groups meet to progress work on the questionnaire analysis / policy topics
- A grant application is progressed
- The 'Conservation Area Appraisal' is placed on the next agenda for discussion
- A Durham County Council Officer is invited to the next meeting to discuss a 'Sustainability Appraisal Assessment'

## **12. Date of next meeting**

The next meeting to take place on Tuesday 24 March 2015 at 7.15pm at Lynwood House, Lanchester

Meeting ends 8.20pm