

# Lanchester Parish Council



## Neighbourhood Plan Working Group

Lynwood House  
Tuesday 15 March 2016  
6.30pm

**Present** Councillor Mike Wardle (Chair), Councillor Paul Jackson, Councillor Keith Harrison, Councillor Ann Cook, Brian Naylor, Steve Bailey, Chris Phillips, Michael Horsley, Eric Hepplewhite, Jill Gladstone, David Friesner, Fiona Green, Terry Coult, Stuart Carter

4 x Councillors from Healeyfield Parish Council (observers)

### 1. **Welcome**

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

### 2. **Apologies for Absence**

Apologies were received from Councillor Stuart Walker, Elaine Hogg and Mike Gladstone.

### 3. **Declarations of Interest**

There were no declarations of interest.

### 4. **Notes from the last meeting**

The notes from the meeting held on 4 February were received.

Chris Philips informed the group that he has made contact with several individuals and organisations regarding the area of land up Cadger Bank which abuts the scheduled monument site. Information is being sought on whether this land can be included in the scheduled monument site or afforded

protection through some other means. Michael Horsley agreed to assist Chris in reviewing the information.

## **5. Heritage Audit**

Work is progressing on the Heritage Audit.

Elanor from the North of England Civic Trust has distributed the list of identified heritage assets amongst the volunteers along with information on how to assess the asset and how to return information to her. Elanor will receive all the information and enter it onto a master spreadsheet.

The working group discussed the considerable amount of work that the Heritage Audit has produced. Approximately 200 assets have been identified and volunteers have produced comprehensive information on each asset. The date for return of information had been extended to 23 March following a meeting of the volunteers on 1 March. In addition Elanor has informed us that as she is away on holiday from 24 March and not back in the office until 11 April that the return date can be extended further to 11 April.

The group agreed that information on current and historic land use needed to be included in the document.

Information has been received from Elanor informing the group that a number of Heritage Assets needed to be reallocated. She also asked that information be entered onto the spreadsheet if possible and that photos be submitted digitally. Overall the information received was excellent.

It was agreed that a small number of the working group meet with Elanor and Jules from the North of England Civic Trust to discuss progress, costs, timescales and format of document. It was hoped to arrange this meeting for week commencing 21 March, following which updated information could be sent to the volunteers working on the audit.

## **6. Conservation Area Appraisal**

The public consultation period for the draft document has now ended. There were no major objections and most members of the public were broadly supportive of the appraisal. The draft Conservation Area Appraisal is due to be ratified by senior County Council officers by the end of March 2016.

## **7. Topic Based Questionnaire**

The questionnaire was administered during February.

In addition an open day was held on Saturday 20 February. This resulted in members of the community viewing the questionnaire, the return of two questionnaires and the completion of several questionnaires on the day.

307 responses have now been received. Most responses were received in paper form and the task of entering these onto Survey Monkey has almost been completed.

A broad analysis of the questionnaires on the system was distributed to the group to provide information on general statistics to date. Once the remaining questionnaires have been inputted the task of producing more in depth relevant analysis will need to be undertaken.

The quantity of returns was discussed along with the age profile of those who engaged with the process.

It was agreed that the quantity of returns was significant and provided detailed feedback.

It was acknowledged that the responses from the younger members of the community was low. However the group confirmed that the opportunity to engage had been available and that the process of community engagement had been robust.

## **8. Land Owners / Developers**

Information on the community consultation along with the link to the on-line questionnaire was forwarded to landowners / developers / land agents in County Durham known to Durham County Council. This information was sent out by Durham County Council via a contacts list they have.

Three responses have been received expressing interest in developing different pieces of land. This information will be considered along with the questionnaire returns.

Stuart Carter confirmed the validity of the continued development of the Lanchester Neighbourhood Plan.

The timescales for the progression of the County Durham Plan are expected shortly.

## **9. Future Support for the Neighbourhood Plan**

The group were informed that £5000 was still available from Locality to provide support in developing a Neighbourhood Plan. The group had already successfully applied and secured £4000 in 2015. This money had been used to appoint Shaun Hanson a planning consultant to assist with the development of the topic based questionnaire.

It was agreed that a meeting is arranged with Shaun Hanson to discuss progress, what the next steps should be and how he can support the future work of the group.

**10. Next Steps**

- The Heritage Audit is progressed
- A meeting with Elanor and Jules from NECT is arranged
- Detailed analysis of the questionnaire returns is undertaken
- A meeting with Shaun Hanson is arranged

**11. Date of next meeting**

The next meeting of the group to be confirmed at a later date.

Meeting ends 7.45pm