

Lanchester Parish Council



Neighbourhood Plan Working Group

Lynwood House
Wednesday 18 September 2019
3.00pm

Present Steve Bailey (Chair)
Chris Phillips, Brian Naylor, Councillor David Friesner,
Councillor Paul Jackson

Stuart Carter – Durham County Council

1. **Welcome**

Steve Bailey welcomed everyone to the meeting. The group were informed that Mike Wardle had had his operation and was out of hospital. Best wishes were sent to Mike for a speedy recovery.

2. **Apologies for Absence**

Apologies were received from Mike Wardle and Jill Gladstone.

3. **Declarations of Interest**

There were no declarations of interest.

4. **Notes from the last meeting**

The notes from the last meeting were received.

5. **Neighbourhood Plan – Pre-Submission Consultation**

The Neighbourhood Plan Pre-submission consultation had taken place between 24 June and 9 August. Twenty four responses had been received.

6. Pre-Submission Consultation - Representations

In order to consider the representations received, the twenty four responses had been copied into a table. The table had columns to accommodate suggestions/amendments to the plan and also the response of the Neighbourhood Plan working group.

A general discussion took place on how to progress the table of information. It was agreed:

- To consider the full representations received and agree a response
- To consider a response to all suggestions/amendments
- A summary of the table to be included in the 'Consultation Statement' with a full copy of the representations attached
- Comments not to be made on areas outside of the Neighbourhood Plan area
- Be factual
- Redact out any personal names
- References to the County Plan need to be standardised

It was agreed that a small group would meet to progress the table.

The completed table to be sent to the County Council for comment.

7. Additional Documents Required

The following documents are required:

- Following the work undertaken on the table of representations it will be necessary to amend the Neighbourhood Plan
- A 'Basic Conditions Statement' is required
- A 'Consultation Statement' is required
- The 'Strategic Environmental Impact Assessment' and 'Habitats Regulations Assessment' will need to be updated
- Topic papers – URL link from website to be included in the consultation statement

Basic Condition Statement - Stuart advised that the document could be concise and not too onerous. It was agreed to send the Sedgfield Basic Condition Statement around the group for consideration. It was agreed to speak to Shaun Hanson our planning consultant to progress this document.

Consultation Statement - This will need to be drafted by the group and will include information on all aspects of consultation throughout the plan preparation period. It will also include the table of representations received in the Pre-submission consultation.

SEIA / HRA - Durham County Council will assist with updating this document

8. Timescale for Completion

A timescale for completion was considered by the group.

The aim is to complete all the documents during October and to pass everything to Durham County Council at the end of October for them to co-ordinate the next consultation period.

Stuart is to confirm if this timescale is convenient for the County Council.

9. Date of next meeting

The next meeting of the group tbc

Meeting ends 5.30pm