

Minutes - Tasset and Greystead NDP Steering Group, meeting held on 3rd December 2013 at 9.30

Present: Preston Hoggan (Chair), Rex Cooper (Secretary), Gerry Gregory, Anne Monroe, Megan Nixon, Jenny Ludman (representing NNPA)

1. Introduction

This is integrated into the Minutes below.

2. Apologies:

Apologies were received from John Holland, Tammy Adams and Chris Anderson

3. Minutes of the last meeting:

The Minutes were agreed as a true record.

4. Matters arising:

Group support:

Preston proposed and it was agreed that the question of support for the Group could not be progressed in the absence of Tammy Adams and Chris Anderson, and it was agreed to carry this discussion forward to the next meeting on 17th December.

Direct Support Grant:

Megan confirmed that this is ring-fenced for employing a landscape architect and for the design guide. Preston expressed a generally-shared concern among the group that this funding should not cause a reduction in NNPA funding.

Heritage list:

Preston confirmed he now has a copy of John Grundy's 'Historic Buildings of Northumberland National Park'. He will photocopy the part relating to the Parish of T & G. John Grundy also provided a copy of his CD, 'Big skies and Barbarians', produced for travel by car; several tracks are relevant to T & G. Anne is talking to Jan Ashdown about the heritage document compiled by the Archive Group which Rex confirms they are currently updating.

Action: Preston to copy John Grundy list

Anne: pursue heritage list from Jan Ashdown

Contacts with Forestry:

The Forestry Estate Manager, Jim Lee, will arrange through Rex to attend a future meeting. Michael O'Brien, Northumbria Water, will also attend, possibly in January.

Action: Rex to arrange the above attendances.

Attendance by NNPA at meetings: Tammy has notified Rex that she will soon have a full complement of officers, so will arrange for someone to provide support in place of Jenny. Tammy will attend meetings as and when required.

Preston (as Chair for this meeting) outlined the fact that the group clearly needs the support of NNPA, but not at every meeting. Jenny confirmed that Tammy will not be asking her to support the Group at future meetings. The Group was disappointed that her support could not continue, but wished to record its unanimous thanks to Jenny for her invaluable support and help.

Objective 6:

This has been updated by Preston and copies have been circulated

Sustainability:

Rex has circulated the documentation re sustainability to help us with our writing of this objective as agreed.

MAIN AGENDA

5. Support for the work of NPSG and the role of the NNPA

Tammy has indicated there may be changes to her document of 12th June, and that our £7,000 grant from Planning Aid may impact on NNPA support. The Group has made decisions based on the £20,000 allocation, e.g. the design guide and the Planning Aid funding was regarded as additional. The Group welcomed Jenny's indication that her understanding is that the £20,000 allocation will continue.

6. Locality funding and attendance of Chris Anderson

Chris Anderson was not able to attend the meeting. He requires feedback on what support the Group would like to have. Megan indicated that Locality provides us with advice, but does not carry out the work. The list Chris has supplied (Cornwall Council toolkit) is a useful checklist of what he would normally send to other groups, and will input usefully into the Project Plan. Chris Anderson will need to know of any slippage in timescale outlined on our application. End April was agreed as the revised timescale.

Preston suggested we can be writing (perhaps in pairs/individually) on areas of the 'Cornwall toolkit' while progressing the Design Guide. The Group agreed to go through the Cornwall list at this meeting and check off progress to date. Broadly speaking, we have reached the end of Stage 3, although many parts of Stage 4 have already been successfully completed, and we are at the stage of 'Identify key themes and issues for the Neighbourhood Plan' (stage 5). Stage 6 remains to do in its entirety. Gerry noted we had fallen behind our timescale. The Group agreed, but felt we could now move forward more quickly, and that we need more time than allocated on our original plan to draft the Plan. The group would hope to have drafted policies by May 2014. Gerry felt that the overall timescale will slip until the end of 2014. It was felt that the PCC needed to be informed of the amount of very detailed work involved and it was agreed that a specific presentation to the PC was appropriate.

Action: Megan to inform Planning Aid of revised timescale

Action: Presentation to the PC of work required over next year to complete Plan.

Role/timing of design guide in relation to the 'Cornwall toolkit':

There was much discussion on when the Design Guide could be progressed. After debate, it was agreed that the engagement of architects should be kept on hold until policies are in draft form, and that it would be premature to progress this currently; we first need to look at NNPA existing policies as they relate to the plan and then draft our own policies, and Jenny also suggested, and all agreed, that the evidence base should be completed before commissioning architects, and that this was therefore now an urgent priority. Jerry suggested that Jenny's excellent document providing a context for the Design Guide should be sent to architects, and this was agreed. We also need to send them a tender document. Jenny felt this should outline clearly what we want them to address, e.g. poor design, heritage issues, specific landscapes to be supported. Jenny will send a list of what documents we will require. It was agreed that the group will have material ready for architects by end January. The Group will cite examples of good design guides in the brief and ask the architects chosen to work to that format. The Acting Chair emphasised that by the next meeting we will have much of the information required to engage a firm of architects, given the agreed action at 7) below.

Action: Jenny to send list of material required for architects

All: to have material for architects ready by end January

Community Engagement Strategy:

All agreed we will need to write a Community Engagement Strategy; this will be retrospective, but Rex felt we have all the evidence required.

Drafting the Plan:

Preston as Acting Chair suggested we can start writing the draft Plan individually or in pairs while the Design Guide is being produced, and all agreed we now need to work in this way as well as at fortnightly meetings. Rex requires a copy of the back Minutes from Megan to build the evidence base. Jenny pointed out the difference between the evidence base and administration re engagement: This can be written retrospectively and only 1-2 pages of A4 are required, eg results of questionnaire, placing of Minutes on Tasset website. Jenny pointed out that 'potential developers' need to be added to the Community Engagement Strategy. She also noted that there are no major sites appropriate to development in the Parish, eg brownfield sites; what is relevant here will be smaller developments by landowners.

Action: Megan to provide copies of back Minutes to Rex

Proposed Kielder Wind turbine site:

£120,000 offer to neighbourhood by developers if scheme agreed. Jenny suggested that the Group could indicate in the Plan what the money would be spend on if the scheme is agreed, and advised that this would not amount to the Neighbourhood Plan's indicating acceptance of the scheme. This

apart, the scheme is not in our Parish, so is not relevant to the Plan or within the Group's remit, but in view of the Residents' Survey results, Jenny suggested we could include a policy to exclude a major wind farm development in the Parish.

Action: all to add policy on exclusion of major wind-farm development in draft Plan

7 Project Plan

Future action was agreed/allocated as follows:

Preston to begin a first draft of the Introduction to the Plan.

Preston to go through Chris Armstrong's Cornwall document and produce a colour key.

Megan to produce the Evidence Base list, with cc to Gerry. This will comprise concrete, statistical information.

Megan will also write the Communication and Engagement document.

Anne to write a document for the architects on what consultations have taken place/where we are now/ and why we need a design guide for building design and landscape. Jenny emphasised the architects should be informed that this is a 'development management' document' not just aspirational. Sarah Dyer to comment on the draft.

Gerry to update the Project Plan and include more detail

Rex to ensure the physical documentation is in order and tallies with Megan's evidence base list.

Sustainability objective (no. 6):

This was debated again, following discussions at the last meeting. Gerry suggested this may be an all-encompassing objective. It is hard to define. NNA gives much detail on this, so a short statement may be all that is required.

Action:

All to look again at existing sustainability policy.

Any other business:

Action:

All to read the supporting document & conditions that comes with our Planning Aid in preparation for our meeting with Chris Anderson

8 Date and format of next meeting

Megan proposed and all agreed that Preston should chair the next meeting. Chris Anderson will be invited to attend at 10.15. The meeting will begin at 9.15. Tammy will be invited to attend at 9.30 after the Minutes & Matters Arising.

Rex to issue invitations to Tammy and Chris Anderson