

Minutes of Tarsset and Greystead Neighbourhood Plan Steering Group Meeting Tuesday 16th June 2015.

1. Introduction and Apologies.

Present: Preston Hoggan (Chair), Megan Nixon, John Holland, Darrell Jackson, Jenny Ludman (Independent Consultant), David English (NCC), Kevin Tipple (NCC) and Clive Coyne (NNPA).

Apologies were received from Mary-Lou Downie, David Watkins.

2. Minutes of last meeting 2nd June 2015

Accepted as a true record.

3. Matters arising

There were no matters arising.

4. Identification of any matters for attention prior to submission of the Plan to the relevant Planning Authorities

David English reminded the group of the documents they would need for the examiner when appointed: The Submission Draft Plan, the map of the Plan Area, the Consultation Statement, the Basic Conditions Statement, the SEA Screening Opinion and the Appropriate Assessment Screening Opinion. He recommended that these should be in Word format.

All supporting documents should be accessible on the website. The website will be updated and documents on it sorted to make reference easier. [Megan]

NCC will organize a Consultation Event on the Council website and will ask for comments. They will contact all Statutory Consultees along with listed bodies that were consulted. Addresses and email details will be required for the latter. [Megan]

NCC will liaise with NNPA on the consultation procedure.

NCC and NNPA will be provided with discs with all relevant documents on in both Word and PDF formats. [Preston]

5. Basic Conditions Statement and Consultation Statement – consideration of draft documents

The two documents were reviewed and discussed and Jenny explained that the documents were still in draft form and she realised there were still typos to amend along with suggestions from the meeting. Addresses for “other organisations” in the Consultation Statement will be required by NCC and NNPA and they requested these were in Excel format.

The two documents will be updated, edited and formatted before forwarding to Preston to put on discs with the other documents for the planning Authorities.

[Jenny]

Hard copies of the final Submission Draft Plan will be put in Bellingham Library, the Village hall and the Holly Bush along with County Hall and the NP Office in Hexham. It is hoped there will be some spare copies for the PC and Steering Group.

The PC will be required to provide a covering letter to go with the Submission Draft Plan

[Preston]

The PC will also have to agree to the Examiner when appointed by NCC and NNPA

A target date of 15th July has been set for the appointment. ie. The July PC meeting.

6. AOB

Formal recognition and thanks for the work done by Jenny was expressed by all, particularly working to our tight deadlines for completion for this meeting.

A vote of thanks was also given for Preston for his work and determination to ensure all the amendments to the Draft Plan were completed so promptly.

6. Date of the Next Meeting

None scheduled but will be called by the Chair if deemed necessary.