

## **Tarset and Greystead Neighbourhood Plan Steering Group minutes of meeting Tuesday 13th January 2015.**

### **1. Introduction and apologies**

Present: Preston Hoggan (Chair), Megan Nixon, David Watkins, John Holland, Mary Lou Downie, Jenny Ludman (NNPA), David English (NCC).

Apologies were received from Anne Monroe and Kevin Tipple (NCC).

### **2. Minutes of the last meeting.**

The minutes were agreed subject to the following amendments:

The list of Appendices should be numbered:

1. The Listed Buildings and Scheduled Monuments numbered on Map 1
2. Criteria for sustainable development (see p 9)
3. Community Action Proposals (see p 14): this will consist of the grid agreed with the PC
4. Historic Environment (see p 39)
5. Heritage Assets: useful sources of information (see p 44)
6. Acknowledgements including photos, NCC and other members etc.
7. Bibliography/Evidence Base: to be called 'Evidence Base' pre-submission and then 'Bibliography' in the final Plan
8. Glossary

### **3. Matters arising**

Re Matters Arising:

It was agreed that Map 1 would be adequate at A3 size for the purposes of the 150 copies printed for consultation, but the final Plan will include an A2 version.

The photo of the Iron Age Settlement information board will not be used.

Re Item 7: Tony Gates has not yet confirmed continuing funding for Jenny's NNPA support role. Preston will follow this up.  
**(Preston)**

Re Item 9: The Historic Environment brief resume will be c. 2 paragraphs in length.  
**(Anne)**

Re 5.2 f): The Lanehead and Greenhaugh maps were originally at A4 size but now reduced to fit into the landscape format pre-consultation draft Plan. It was agreed to leave them in the Plan as in Version 9.1 but add wording directing readers to an A4 version of each in the Appendices to ensure their detail is legible.  
**(Jenny and Preston)**

### **4. Version 9.1**

Detailed amendments to maps were agreed:

- a. Maps 2-4 need to be accompanied by a list of Listed Buildings and Scheduled Monuments to make sense of the numbering for red and green dots on the maps. At present Scheduled Monuments are omitted from the list in the Appendix. Ed will be asked to add the SMs to the list.
- b. Remove 'Open country' from Map 2.
- c. Map 3 frame needs to be moved South to include the most easterly building at Box Lane.
- d. The ellipses indicating the groupings at Lanehead on Maps 2 and 3, as well as other features, need to coincide. This should be achieved by using the appropriate section of Map 2 as the basis for Map 3. Also replicate the 'development edges' from Map 4 on Map 2.
- e. Map 2: remove the ellipse around Greenhaugh and add a key for the ellipses around the Lanehead groupings.
- f. Add 'bothies under development' to the key for Map 3 and colour key for burgundy and blue buildings
- g. On Map 3 shade the area enclosed by the upper contour line behind the Village Hall to indicate the 'prominent

knoll' and add to the key. There is no need for this to be shown on Map 2.

- h. Enhance the colour of the properties' names to increase their legibility.
- i. Consider whether the back shading of the maps, which indicates steeper contours, is better removed.
- j. Remove the Bastle Trail and cycle routes and their keys from all but Map 1.
- k. Replace the wording 'Disused railway' in the key by 'Protected former railway'
- l. Titles for Maps 2, 3 and 4 should be 'Proposals Map', but not for Map 1

Preston will see Ed to arrange these changes.

**(Preston)**

## **5. The next steps: work still to be done**

1. Version 10 will not be produced until Version 9.1 has been thoroughly proof read during the coming week. The Group members will check for contradictions and inconsistencies, especially between the text and the policies, and send amends to Preston using a grid format referring to Version 9.1 page numbers, to facilitate collating them. **(Group)**

Outsiders unfamiliar with Plan will be asked to read it for sense and consistency.

**(David and Mary Lou)**

2. Consider whether any further acknowledgements are needed.

**(Group)**

3. NNPA and NCC will be asked for a screening opinion on the need for an Environmental Impact Assessment. Version 9.1 is adequate for this purpose since it includes the policies in near complete form. David English will email David Watkins a draft letter for the PC to use in requesting a screening opinion. David Watkins will raise this at the next PC meeting.

**(David English and David Watkins)**

4. A new version of the Foreword is being written.

**(Preston)**

5. Megan has started the Consultation Statement, including the evidence base.

**(Megan)**

6. The consultation response form has to be designed. It will ask about each individual policy: "Do you support this policy?" as well as asking for comments on each one, and be submitted as hard copy or by email.

7. The Community Action grid needs to be tidied up: everyone to reconsider the status of each item. Any amendments to be sent to David Watkins to raise at next PC meeting. The PC will be asked to follow up some items formally, by writing for instance to TAG, Wild Northumbria etc.

**(The Group and David Watkins)**

## **6. Arrangements for joint meeting to discuss health check of the Plan Version 10.**

1. In order to send the same version to NCC, NNPA and Peter Biggars, the first week in February is the target date for all Plan amendments to be complete, i.e. Version 10.

2. Because Peter Biggars in particular is heavily committed at present, the health check feedback meeting is unlikely to take place before mid-February. David English will contact him re his availability. **(David English)**

3. There may then be amendments to make before printing and distribution to the community for consultation. of the consultation responses and any resulting amendments will be followed by submission of the Plan to the Planning Authorities. They will then initiate a 6 week publicity period during which representations can be made. The Planning Inspector can consider the Plan during this period and then subsequently consider any representations.

4. However there will be 6 weeks' 'purdah' commencing 30th March, running up to the May General Election, during which public bodies cannot carry out consultations. This will inevitably set back the programme. David Watkins will inform the PC of the delay.

**(David Watkins)**

## **7. A.O.B**

None.

## **8. Date of the next meeting**

There will be no meeting next week. The next meeting will be in the Village Hall on Tuesday 3rd February.