

MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLANNING WORKING GROUP HELD ON 1ST JUNE 2016

Present: Rachel Durant (Chair); Cllrs Susan Durant, Mark Houlbrook, Janet Phillips; Ann Pennington, Caroline Robinson, Ron Powell, Annie Farrand; Jeremy Sherlock, Kathryn Jukes, Jane Stimpson

1. **Apologies** – Cllr Tony Brookes
2. **Minutes of the meeting of 6th April 2016**– Ron Powell had been incorrectly recorded as Rob Porter. The minutes were agreed as a true record with this amendment. It was agreed that all meetings would start at 7:15 in the future.
3. **Grant Funding** – JSh advised that a grant of £7,000 had been approved for 2016. The funding must be defrayed within 6 months (by 30th November). The grant was the maximum achievable as each applicant is entitled to a maximum of £15,000, and a grant of £8,000 was awarded last year.
4. **Neighbourhood Plan Draft** – KJ has tidied up a number of the policies and justifications, but requires input from the parking and design studies to complete the document.
5. **Town Centre Parking Survey** – the parking survey has been completed. This was carried out on a weekday and a Saturday. It identified that there is not an overall shortage of parking, though some parking areas are operating to near capacity whilst other were poorly used. Issues discussed included:
 - **Ownership** – a significant part of the provision is land in private ownership, some of which has restrictions on use. This could potentially be lost in the future.
 - **Charging** – whilst a non-planning issue this was not felt appropriate for Thorne. Time limits on certain car parks may assist in spreading demand, though there would be an issue of enforcement
 - **Church Street Land** – the loss of this land to the Extra Care development seems less of a problem than was originally feared as this site receives relatively limited use, probably due to the poor ground conditions
 - **Quality** – some of the sites could benefit from better layouts and signage. The loss of spaces to the recycling facility was felt inappropriate

Appropriate policies for inclusion in the Plan were seen to be that:

- New developments allow for adequate parking provision to meet their needs
- Oppose any proposals that result in a significant loss of parking provision
- Improve signage and quality of existing provision.

The design issues can be considered as part of the design work being proposed.

There was a discussion regarding the capacity of Doncaster MBC to assist with consideration of some of the non-planning issues.

6. **Character Appraisal and Design Policies** – a brief has been circulated for this work, and a response received from 3 consultancy firms. Only 1 consultant (Woodhall) submitted a quote which can be realistically accommodated within the budget. Following further discussions with

them it is clear that they have recognised the level of work required, and that they have the skills to carry out the work. It was agreed that they should be appointed. This will need to be formally considered by the Town Council as it is above the Clerk's delegation limit.

7. **CIL priorities and Policies** – JSh had circulated an initial discussion paper. It was agreed that this was on the right lines, but that more detail was required. JSt advised that whilst Doncaster have not decided whether to proceed with CIL it remains under review, and agreed to provide some guidance as to how it should be considered in the Plan. JSh will prepare a revised draft for the next meeting.

There was some discussion about how leisure is changing away from traditional parks, sports grounds, and sports centres towards more specialist facilities many of which are commercial. These types of use can often be accommodated in business areas. It was agreed that this type of facility should be recognised in the Plan

8. **Consultation** – once the draft Plan is complete there will be a formal 6 week consultation period. There have been 2 previous rounds of consultation, so this should be seen more as an opportunity to raise awareness and promote the Plan, rather than revisiting previous consultation.

A realistic timetable would be for the consultation to take place in the autumn, after consideration of the draft Plan by Council at the September meeting.

The following consultation methodologies were discussed:

Website

Exhibitions/ open days (including the Market Place)

Community Radio

Thorne Times

Outdoor banner, pull up banner and Posters

JSh will prepare a consultation Plan for the next meeting.

It was also suggested that the leaflets which deal with the Flood Risk issues should be circulated. JSh will check that they remain valid, and will find out a cost.

RD proposed reviewing the website at the next meeting utilising the projector and screen.

9. **Documents to be circulated with the Draft Plan** – JSh advised that he was pulling together the Consultation Statement. This and the Basic Conditions Statement will need to be completed prior to the 6 week formal consultation.

KJ and JSt will liaise with regard to the need for a Strategic Environmental Assessment

10. **Next Meeting** – Wednesday 13th July at 7:15pm at the Assembly Rooms.

Jeremy Sherlock

Town Clerk