

MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLANNING WORKING GROUP HELD ON 27TH JULY 2016

Present: Cllr Mark Houlbrook (Chair); Cllrs Susan Durant, Janet Phillips, Tony Brookes; Ann Pennington, Caroline Robinson, Annie Farrand; Jeremy Sherlock, Kathryn Jukes,

1. **Apologies** – Rachel Durant, Ron Powell, Jane Stimpson
2. **Minutes of the meeting of 1st June 2016**– agreed as a true record
3. **Website** – JSh will contact RD with a view to making the site “live” again as it will be needed for the consultation process.
4. **Character Appraisal and Design Policies progress** – the consultants Woodhall have advised that the study will be completed in about 2 weeks. They have discussed their findings informally with KJ and JSh, and the work will allow the relevant policies in the Plan to be enhanced. Once their report is prepared it will be circulated to the Working Group and to DMBC design and conservation officers. There was a discussion about local characteristics, the presence of physical barriers (for example the main employment corridor from the town), and use of appropriate detailing and brickwork.
5. **Community Infrastructure Levy priorities** – JSh had circulated a paper with recommendations for the Community Infrastructure priorities to be included in the Plan. This was agreed with the addition of Toll Bar and North Station, and some revisions to the Welfare Ground. JSh will revise and re-circulate.
6. **Consultation** –JSh had prepared a draft proposal for the 6 week Draft Plan consultation. There were some concerns about costs, and it was agreed that the document does not need to be as polished as the Policy Document Consultation for example. A potential local printer was suggested. It was agreed that a page should be reserved in the Thorne Times asap to ensure good positioning. A number of other amendments were agreed. JSh will revise the paper and re-circulate.
7. **Draft Plan** – KJ has produced a further version of the Draft Plan which highlighted some areas where further work was required. The majority of gaps will be filled in by the Character Appraisal and Design Policy Work. KJ ran through the document, and asked that consideration be given to any areas that may have been missed. JSh agreed to re-circulate early work for comparison. A target of finalising this document by the end of August is reasonable, which will allow it to be formally considered by Council at the September Meeting, and for formal consultation to commence in October.
8. **Consultation Statement/ Basic Conditions Statement/ Strategic Environmental assessment** – JSh reported that he had made progress with the Consultation Statement. KJ has also prepared a framework for the Basic Conditions Statement. Further discussions are needed between KJ and JSt with regard to the Strategic Environmental assessment once a further document draft has been prepared.
9. **Next Meeting** –Wednesday 31st August 2016 at 7:15pm at the Assembly Rooms.

Jeremy Sherlock

Town Clerk