

## **MINUTES OF THE MEETING OF THE NEIGHBOURHOOD PLANNING STEERING GROUP HELD ON 4<sup>TH</sup> JUNE 2014**

Present: Cllrs Mark Houlbrook (Chair), Susan Durant, Rachel Durant, Joe Blackham, Ron Powell, Annie Farrand

Caroline Robinson, Katie Foreman, Neil Butler

Jeremy Sherlock, Mike Dando, Jane Stimpson

Apologies: Ann Pennington, Jean Walker

1. **Minutes** – the minutes of the meeting of 23<sup>rd</sup> April 2014 were agreed, with the addition of “Basic Conditions Statement” under the timetable section.
2. **Questionnaire Results** – JSh advised that 199 of the questionnaires had been analysed. There is a simple numerical analysis of the questionnaire question, and a long list of additional comments which stretches to 42 pages. It was agreed that the task of analysing the results would be divided amongst the Steering Group as follows:
  - **General** – JSh
  - **Thorne** – RD/ KF
  - **Moorends** – RP/ SD

The analysis needs to consider the following:

- Planning/ non Planning Issues – need to be identified separately
- Significant scores – it was agreed that responses of around 20-25% count as significant. This threshold must recognise that not all respondees will have commented on all issues, particularly geographic issues.
- Significant comments – the written comments should be summarised, highlighting areas where there is a high response.
- Good ideas – there may be some innovative comments that should be highlighted.

It was agreed that a session would be arranged on Thursday 12<sup>th</sup> June to complete the questionnaires (6pm-8pm – Miners Welfare) – Charlie will provide the blank templates.

Whilst the overall response was lower than was hoped, JSt and MD felt that it was in line with exercises elsewhere, and was extremely comprehensive.

The final questionnaire results will be used to advise the Workshop session on 18<sup>th</sup> June which will be led by Mike Dando. The Steering Group will be divided into 3 groups – for General, Thorne and Moorends, with the analysis leads in the relevant groups. The principal focus of this session will be on the Planning Issues and potential policies. Non planning issues will be listed for separate consideration.

3. **Timetable** – a revised version was circulated updated from the last meeting to include corrections from Mike Dando. These do not affect the overall timetable, but amend some of the task orders. It was acknowledged that the post submission timetable is out of the hands of the Steering Group. Submission is currently timetabled for March 2015.#

The need for a Strategic Environmental assessment Screening was raised. It was agreed that this should be considered at the July meeting alongside draft policies.

4. **Local Development Framework** – there has been some recent case law indicating that up to date housing need analysis should be used, rather than relying on Regional Spatial Strategy figures. Doncaster MBC did consult on the figures used in the Core Strategy, but the figures were originally based on the RSS. The implication of this for the Neighbourhood Plan is that the global housing figures for Thorne and Moorends may change. JSt is investigating this and will advise further.

5. **Future Meetings:**

- Wednesday 18<sup>th</sup> June (6:00pm) – in view of the early start of this meeting, Steering Group members agreed to bring in buffet items.
- Wednesday 30<sup>th</sup> July (7:00pm) – draft Plan and consultation. Consideration of Strategic environmental assessment screening.

Jeremy Sherlock

Town Clerk