

# Heslington Parish Neighbourhood Plan

Minutes of the Working Group meeting held 11<sup>th</sup> April 2019  
At Heslington Village Meeting Room at 10.30am

Present: - David Blacketer [DB], Nick Allen [NA], Richard Bramley [RB], Richard Frost [RF], John Lawton [JL] and Bill McClean [BM].

Apologies received: Niall McTurk [NM].

- 1. DB welcomed all attendees.**
- 2. The minutes** of the Working Group [WG] meeting held on 18<sup>th</sup> March 2019 were approved.
- 3. Offers to join the working group.** There were none.
- 4. Chasing statutory responses.** DB reported that the Environment Agency had now responded and had no objection to the Draft Plan which they considered would have no significant impact on the environment. It was noted EA had encouraged a statement on climate change and sustainable construction. There was still no response from Natural England and CYC would be asked to chase this up again and if no success then JL would try. **BM and JL**
- 5. Consultation feedback and Draft Plan adjustments.** The WG went through the feedback with all items requiring attention clearly marked. WG agreed where no action was necessary and agreed where changes to wording was required to both background statements and/or policies. Responses were dealt with in order:
  - University students and staff
  - Residents
  - Businesses
  - University of York
  - Statutory consultees/Landowners

Agreed that no major alterations were required which might have resulted in the need for a second Pre-Submission consultation.

Agreed that individual members would update suggested changes to wording to their particular sections. Members would then again review their particular sections and once complete, forward to RF for consolidation in the Draft Submission plan. **ALL**

RF to consolidate into the Draft Submission Plan

**RF**

DB will generate a final summary of Pre-Submission consultation responses that could be included as Appendices to the Consultation Statement. **DB**

- 6. Additional guidelines.** Based on CYC comments, it was agreed that the WG should try to incorporate these into the policies and in particular - street furniture, signage, lighting, broadband, crime prevention and transport. Some items would be defined as Community Actions not Policies. **All**
- 7. SEA and HRA updating.** DB reported that he will revise and update the SEA and HRA Screening Reports in response to comments received.
- 8. Consultation Statement.** JL reported that this was partly drafted and could be completed as soon as the alterations to the plan were complete. **JL**
- 9. Basic Conditions Statement.** DB reported that this was drafted with final adjustment required after the plan is updated. **RF and DB**
- 10. Timetable.** Agreed target to have all sections complete by the end of May so that the Draft Submission Plan could be submitted to the PC by the end of June and if approved it could then be sent to CYC with all supporting documents by the end of July.
- 11. Finance.** BM reported that the new rules for the grant from Groundwork stated that we have an option to retain the current balance of £3145.70 and could spend this on ongoing consultant fees and printing with some flexibility between areas of spend. If we need to spend more than £500 above any section of the approved budget then further approval would be needed. Agreed to proceed on this basis at present. There would be a need to print the final version of the plan for every household so printing costs would eventually need a further application. **BM**
- 12. Further Consultant use.** DB reported that there were now two recently completed ('made') Neighbourhood Plans<sup>1</sup> in the York area and as the WG now understood the process much better there was less need for consultant assistance. BM to write to our consultant DC and inform him that he was still likely to be required at some future stage. **BM**
- 13. AOB** None
- 14. Date of next meeting.** This to be agreed during first week of June and later fixed for Thursday 6<sup>th</sup> June at 10.00am

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<sup>1</sup> Earswick NP referendum date 2 May 2019.