

# Heslington Neighbourhood Plan

## Working group

### Minutes of the meeting held on 5<sup>th</sup> February 2015.

Present :- Andrew Collingwood [AC], Bill McClean [BM], Nick Allen, Richard Frost[RF], Louise Wheatley, Ifan Williams

1. **Apologies** were, received from Foong Wong, Amanda Lillie, Niall McTurk.
2. **Minutes.** The minutes of the last meeting held on 23.10.2014 were approved and signed by AC
3. **Status of working group.** WM confirmed that this had been discussed at a Parish Council (PC) meeting and it was confirmed that AC and WM were appointed as a subcommittee of the PC and were charged with forming a working group of local residents. All executive decisions of the working group would need to be approved by the PC.
4. **Area to be included.** AC and RF had met with the Vice Chancellor Jane Greenfield and discussed the area to be covered by the NP. The University were generally receptive to the proposal but voiced some concerns regarding i) the area around Derwent College, ii) the area between Heslington East development area and Field lane and iii) the area around Halifax College. It was not thought that the Neighbourhood Plan (NP) would wish to say anything restrictive regarding the Halifax College area. It was agreed that AC should write to Jane Greenfield and say that the PC proposed to exclude the Clasp Building area of Derwent College from the NP area and then submit our proposal to CYC. There will be opportunities for the University to comment on any draft NP in due course. Also agreed that WM would contact Rebecca Harrison at CYC and request a very small alteration to the map to exclude the Derwent College clasp building area.
5. **Village questionnaire.** RF had produced a draft questionnaire which he had copied from the Poppleton version. Constructive comments were made and RF will redraft this. This document would be circulated to all households in the parish as soon as CYC have approved the PC's proposal to produce a plan on an agreed area. There would also need to be a letter to all

households setting out the importance of having a plan – particularly to protect the village from speculative builders. RF to draft this letter. A press release would need to go out at the same time. Agreed that responses to the questionnaire could be on paper or on line via the website. AC would organise the website for this. Householders would also be asked how they wished to be contacted in future on this matter i.e. by email or hand delivery. Noted that the printing for the questionnaire would have to cover 5 sides of print to 470 households at a possible cost of £150.00

6. **Initial submission.** A letter had been drafted for the PC to send to CYC with the revised plan as soon as this plan was received and approved by the PC.
7. **Village Design Statement (VDS).** It was agreed that this should not be updated as that might invalidate it as a whole but it should be referred to in the NP as being a part of the NP. There were still valuable and relevant points set out in the VDS.
8. **Funding.** BM stated that this could be applied for as soon as CYC have formally approved the initial submission. This injects some urgency into the process as CYC will not function during April.
9. **Professional assistance.** Noted that Poppleton had received some professional assistance. This could be discussed when we have funding.
10. **Scope and headings** – main document. These should be agreed when the responses to the questionnaire are analysed.
11. **Timetable.** We are not yet in a position to set this out but the process is lengthy. It was hoped that the PC would agree to move everything forward at their February 24<sup>th</sup> meeting.
12. **Next meeting.** To be agreed when CYC give us the formal go-ahead.