

Heslington Parish Neighbourhood Plan

Minutes of the Working Group meeting held 12th December 2017 At the Heslington Village Meeting room at 2pm

Present: - Nick Allen [NA], David Blacketer, [DB], Richard Bramley [RB], Richard Frost [RF], John Lawton [JL]; Bill McClean [BM], Dave Chetwyn [DC]

Apologies were received from: Tony Loffill, Andrew Collingwood [AC], and Niall McTurk [NM].

1. **DB welcomed all attendees.**
2. **The minutes** of the Working Group [WG] meeting held on 31st October 2017 were approved.
3. **Comments from local residents, via website or offers to join the group.**
There were none from local residents but DB reported comments from the PC who had queried the make-up of the working group. DB had pointed out that the NP Working Group comprises of volunteers. These are drawn from both local residents and PC members. Indeed, recent newsletter letters have highlighted the call for further volunteers. Future public session(s) of the work done to solicit comment and feedback is expected when there is a more fully edited document and policies to look at.
4. **Timing and length of meetings.** RB had queried whether we were having sufficient community engagement, whether we should meet more often and for longer. After discussion it was agreed that there would be plenty of time for all to study documents and hold public sessions but that the plan was not yet at that stage. DC stated that there would eventually be a statutory 6 week consultation in accordance with Reg. 14 but before that he advised having a drop-in day or workshop round table with material available but this would be when we have a draft that we/PC are happy with. We could have a folded A4 sheet showing what the aims of the Plan were and what each policy is going to do. Information would also go on the web at this time. Before this stage the Draft would go to the PC who would need to pass a resolution to put the document out for comment. After this it might be further modified and a final version would again need to be approved by the PC before the Reg. 14 consultation.
5. **Meeting with Rebecca Harrison at CYC.** BM reported that nothing further had been heard from Rebecca but the material she was to supply was not yet urgent. He would chase up in due course.
6. **Draft policies.** It was agreed that the meeting would not go through the 100 page document which DC had produced and which included all the background information as it was more sensible for one/two persons to go through this and remove the duplications, reconcile the various parts,

standardise the format and numbering and generally put the document into a reasonable and readable order. This edited document would be much shorter but no new text would be added at this stage. The various section authors could then adjust their sections. This would be worked on by JL and RF as necessary.

The meeting then went through the Draft Policies and Working Group feedback document and agreed which modifications of the various preliminary draft policies should be implemented by DC in his next draft which would be circulated shortly.

HRA – Habitat Regulations Assessment – BM reported that no work had yet been done on this.

9. **Community engagement.** BM to find out from Poppleton what sort of informal community discussions they undertook in advance of the Reg. 14 consultation. The WG would need to propose to the PC the format for public comment after the next edited draft was produced.
9. **Website progress.** DB had no information as to when this would be officially 'live'.
10. **Finance.** BM anticipated that the available funds from Groundwork would be used up by the end of the year. He would be submitting an application for further funding for the period to end March 2018
11. **Next meetings.** The WG / University meeting was to take place the next morning – 13th December. The next working group meeting would be scheduled for the first week of February.