

Dore Neighbourhood Forum

Steering Group meeting 3rd July 2019

Present: Christopher Pennell (CP), David Bearpark (DRB), David Crosby (DC), Jen Donnelly (JD), Pat Ryan (PR) and Keith Shaw (KS).

Apologies

1. There were no apologies, all present.

Minutes of the meeting held on 26th June 2019.

2. The minutes were agreed as a correct record.

Matters arising on the Minutes.

3. With regard to minute 20, **CP reported that he was** in the process of writing the article for the next issue of Dore to Door and would circulate it next week.
4. There were no other matters arising on the minutes.

Minutes of the Forum meeting.

5. The minutes of the meeting of the Dore Neighbourhood Forum held on 19th June were considered and, with two minor changes, were agreed as a correct record.
6. **DRB will update** the minutes for those changes and circulate them to SG members; and he will also send them to John Eastwood to be uploaded to the DVS website.

Signing off the Neighbourhood Plan and supporting documents for submission.

7. All documents had been subject to proof reading and updating and had been circulated to all SG members.
 - ***With regard to the DNP***, the SG considered the latest version circulated by DC this morning. There was one grammatical item that still needed to be corrected from the 29th June version (a random bullet point in para 12.5) and **DC undertook to correct** this. DC noted that he had made a few further small changes to the text to take account of the PDNPA 's publication of new Development Management Policies and of a map of the Natural Zone. The SG agreed that it was now ready for submission, although noting that it would need to be proofread again in the light of the additions referred to by DC.
 - ***The Policies Map***. This was also accepted as being ready for submission. It was noted that the small scale map shown in the email could be expanded.
 - ***Basic Conditions Statement***. DC had this morning circulated an updated version, including some of the changes proposed by CP. However, CP considered that some of the wording should be strengthened further; and he had circulated an email setting out his proposals earlier this afternoon.
 - There was an extensive discussion about each of the changes proposed by CP. there was concern that some of the wording proposed was repetitive of particular points made elsewhere; and also that some of the wording was too emotive. But it was recognised that the Basic Conditions Statement was an important document and one in which we should stress critical points for the attention of the Examiner; and so, in terms of the principles behind the proposals from CP, these were agreed. **DC will amend the document** to reflect these principles; and **DC and CP will then agree a final wording**.
 - As it was felt that it was important for there to be sufficient time properly to make these changes, it was agreed that we would delay the submission marginally and submit on Monday morning, rather than Friday afternoon. This will enable **DC and CP to circulate** the proposed revised Basic Conditions Statement to SG members so that there could be any further comments over the weekend.
 - **DRB will email** Sarah, Debbie and Adele to alert them to this slight delay.

- **Screening Opinions.** These documents had been located and were ready for submission with the other appropriate documents. DC noted that Sarah had only ever sent him the SEA. The HRA had come from Adele, who had also sent him 6 large appendices, which he had not been able to open. After discussion it was agreed that these did not need to be attached to the submission. **CP will note this** in the covering letter.
- DC noted that such documents from the PDNPA had a limited life within which they could be opened. Accordingly it was agreed **that DC will forward these** emails to PR and JD so that they can be opened and thus form part of our overall records.
- PR noted that as these screening opinions were to be part of the submission documents, he would not need to incorporate them in the Evidence Library.
- **Consultation Statement.** PR had circulated an updated and proofread version of this on Sunday, which incorporated all the corrections submitted to him by DRB, the comments from DC regarding CIL and CP's initial comments. Since then, CP had suggested some further changes. PR had made a number of these; however, he had set out in an email yesterday why he thought that a few of these were not appropriate. The SG agreed with the points made by PR. **PR will now circulate** another updated version of this Statement ready for submission.
- In answer to the question from PR about whether there had been changes to DN15 and DN16, it was confirmed that there had: the appropriate comparison version was in 2018 and not 2019.
- **Evidence Library.** PR noted the problem created by the SCC with regard to the use of hyperlinks. It was agreed that all the evidence could be uploaded to the DVS website and when the final submission was made, this could be the source to which people could be directed to look at this supporting information. **PR will give KS a memory stick** containing all this information, so that KS could, in due course, arrange for it to be uploaded to the DVS website
- **Covering letter.** In general terms the draft circulated by CP was agreed, with a couple of minor changes to the text. In the light of the comments in the last minute, he will exclude from the letter his proposed item 4.1.
- It was noted that although Debbie Merrill from SCC had emailed to say that it had been agreed that the SCC would handle the consideration of the draft submission on behalf of the PDNPA, nevertheless, it was agreed that a copy would also be sent to Adele at the PDNPA for information.

Submission Process and Timetable.

8. The outline set out by CP was noted and agreed.

DNP re-design

9. The circulated set of guidance notes from CP was agreed.

10. After discussion, it was agreed that we should ask the company (D S Creative UK) to produce their version based in the Plan as it currently exists; and if there were to be any changes, these could then be made reasonably speedily. In terms of timescales, this would mean that a finished version would be available earlier.

11. **KS and CP will arrange to meet** with D S Creative to agree the arrangements for which CP will combine the specification comments from KS, PR and himself.

Any other business.

12. It was agreed that there should be an SG meeting at some point to consider the possible consequences of the awaited SCC Local Plan in the context of possible housing proposed in Dore.

Date of next meeting.

13. The next meeting of the SG was agreed for Wednesday 14th August 2019.

David Bearpark (4th July 2019)

