

GREAT AYCLIFFE NEIGHBOURHOOD PLAN



Notes of a meeting of the Great Aycliffe Neighbourhood Plan Steering Group, held on Thursday 31 July 2014.

Present: Mr M Rowcroft – Public Representative
 Mr D Sutton-Lloyd – Community Organisations Representative
 Mrs J Hall – livin
 Mr B Haldane – Town Centre Management
 Mr S Howarth – Voluntary Sector Representative
 Cllr J Atkinson – Great Aycliffe Town Council
 Cllr J D Clare – Great Aycliffe Town Council
 Cllr M A Dalton – Great Aycliffe Town Council
 Cllr I Gray – Great Aycliffe Town Council
 Cllr B Hall – Great Aycliffe Town Council
 Cllr C A Wheeler – Great Aycliffe Town Council
 Cllr M Dixon – Durham County Council

Officers Mrs C A Walton – Corporate and Policy Officer
 Miss A Corner – Neighbourhood Plan Engagement Officer
 Miss A Donald – Town Clerk's PA

Item No	Discussion	Action
1.	Apologies for Absence Apologies for absence were received from Mrs K Clark, Mr B Riley and Mr M Rogers.	
2.	Declarations of Interest There were no declarations of interest.	
3.	Notes of the Previous Meeting The notes of the previous meeting had been circulated prior to the meeting and were accepted as a correct record. Angela Corner reported that the Neighbourhood Plan presentation had been updated. The terms of reference and consultation and engagement documents had also been updated.	
4.	Data Sharing It was agreed that the data produced from the Neighbourhood Plan process would only be used for Neighbourhood Planning purposes and only within the Steering Group.	
5.	Public Representative The position of Public Representative had been re-advertised as requested by the Steering Group. There had been three expressions of interest, but no further applications had been received. It was therefore agreed that Mr Ian Wiggett, who had previously applied after the closing date, be invited to join the Steering Group.	CW to inform Mr Wiggett



6.	<p>Event Feedback</p> <p>It was agreed that the Launch Event on 24 July had been very successful. Attendance had been good and there had been good feedback regarding the variety of engagement tools used. There had been in excess of 100 responses, which had been collated and were presented to the Steering Group.</p>	
7.	<p>Questionnaire</p> <p>A number of comments had been received on the draft questionnaire, which had been circulated. It was agreed that the questionnaire should endeavour to elicit residents' vision for the future of Great Aycliffe. There should be the facility to give graded answers to some of the questions to determine the relevant importance of some issues. Each question would be preceded by a short background statement to give some additional information/guidance. It was agreed there should be an option for residents to complete only the parts of the questionnaire they felt relevant or important to them. It was emphasised that although the questionnaire was aimed at Neighbourhood Planning and aspirations had to be deliverable, it was also important to note that the information gathered would be discussed in much greater detail in the Thematic Groups, to be formed in due course.</p> <p>Each topic had a lengthy debate with retail eliciting the most vigorous discussion. It was recognised that this is already gaining many comments from the consultation process undertaken so far. However, we need to acknowledge that in reality as the Town Centre is privately owned there will be little we can influence but we will endeavour to do what we can within the national and local policy guidelines and that the same applies for out of town shopping.</p> <p>After detailed discussion, it was agreed that an amended questionnaire would be drawn up and circulated for comment and agreement – final comments to be received by Tuesday 5 August.</p>	<p>AC to produce questionnaire for comment All members to comment by 5 August</p> <p>All to note</p>
8.	<p>Date of Next meeting</p> <p>The next meeting would be held on Thursday 28 August at 6pm. Venue to be confirmed.</p>	