

# GREAT AYCLIFFE NEIGHBOURHOOD PLAN



## Notes of a meeting of the Great Aycliffe Neighbourhood Plan Steering Group, held on Thursday 12 February 2015.

**Present:** Cllr J D Clare – Great Aycliffe Town Council  
 Cllr B Hall – Great Aycliffe Town Council  
 Cllr I Gray – Great Aycliffe Town Council  
 Cllr J Atkinson- Great Aycliffe Town Council  
 Cllr M Dixon – Durham County Council  
 Ms K Clark – Business Representative  
 Mr B Riley – Area Action Partnership  
 Mr I Wiggett – Public Representative  
 Mr M Rowcroft – Public Representative  
 Mr S Howarth – Public Representative

**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.	<b>Apologies for Absence</b> Mr J Cokill, Mr B Haldane, Mrs C Walton, Cllr C Wheeler, Cllr M Dalton. Mr Chris Walton from livin would not be attending the Steering Group but would instead take part in the Housing Thematic Group.	
2.	<b>Declarations of Interest</b> There were no declarations of interest.	
3.	<b>Notes of the Previous Meeting</b> The notes of the previous meeting had been circulated prior to the meeting and were agreed as a correct record.	
4.	<b>Funding and Project Plan Review</b> A report had been circulated, detailing the revised project plan and project spend, which would guide the funding requirements for the DCLG funding application, which would be made for the new round of funding which would start in April. Members agreed the proposals set out in the report.	AC
5.	<b>Survey Monkey</b> A report had been circulated regarding the use of Survey Monkey to broaden future consultation stages of the Neighbourhood Plan. It was agreed that a one-year Gold Membership be purchased, at a cost of £299.	AC
6.	<b>Event</b> The Great Aycliffe Neighbourhood Plan Event would be taking place on Saturday 21 February, 10am to 12 noon as a preliminary to setting up thematic groups. It was agreed that Kerina Clark would introduce the proceedings. A floor plan, agenda and thematic group registration sheet were	All to note KC



	<p>agreed.</p> <p>The event had been widely publicised and had already received considerable interest; a good attendance was expected. 9 school students were expected to attend and it was envisaged that they would all become members of the thematic groups.</p> <p>It was agreed that all people interested in taking part in the thematic groups should complete the interest sheet provided, which would subsequently form part of the evidence to be submitted to the planning inspector.</p> <p>It was agreed that all those interested in taking part in the Environment Thematic Group should be invited to the first meeting on 5 March as it was felt there would subsequently be a natural reduction in numbers.</p>	
7.	<p><b>Environment Thematic Group Project Plan</b></p> <p>A report had been circulated, providing members with a draft project plan for the Environment Thematic Group. Members accepted the project plan. It was agreed that M Rowcroft would represent the Steering Group on this thematic group; I Gray was also nominated, although concern was expressed with regard to the effect this would have on the balance of Town Councillors on the group as it had been agreed that there would be two Steering Group representatives and three nominated members from the Town Council. I Wiggett volunteered to take I Gray's place if it was felt this would be a problem. It was agreed to await the nominations from the Town Council before taking a decision.</p>	
8.	<p><b>Neighbourhood Plan Update</b></p> <p>It was agreed that a Business thematic group would be required, focusing on planning policies affecting business throughout the town, not just the Business Park. It was agreed that this group should have a strong representation from the business community so that business needs would be reflected accurately. It was agreed that Kerina Clark would be part of this group.</p>	
9.	<p><b>Date of Next Meeting</b></p> <p>The next meeting would be held on Thursday 19 March 2015 at 6pm at the Council Offices.</p>	All to Note