

QUARNDON NEIGHBOURHOOD PLAN STEERING GROUP

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Below are the minutes of the initial meeting for the establishment of the Quarndon Neighbourhood Plan Steering Group. The meeting took place on 18 May 2016 at the Quarndon cricket club. The aim of the meeting was to take the first steps towards formally establishing a committee for the NP Steering Group.

AGENDA

Part 1

- 1 Registration
Approximately 25 members of the public / parish attended the meeting and were all invited to add their contact details to the Neighbourhood Plan information database. 6 members of the QPC were in attendance as well as our guest for the evening Mr Guy Martin.
- 2 Welcome
Councillor Rossel extended a welcome to all attendees. Other members of the QPC and those directly involved with the NP were also introduced.
- 3 Procedure up to current point in time
 - During the April 2016 meeting, the QPC formally approved that a NP should be produced for the Quarndon Parish. Strict conditions were set out (please see details of these conditions included in minutes for the April QPC meeting) by the QPC (as the legal body that will ultimately submit the plan to the council) under which the NP should proceed.
 - Amber Valley has been informed by Councillor Pitt that Quarndon Parish has begun the process of establishing a NP.
 - A steering group will be established to produce a NP and to ensure that all procedures are correctly adhered to. The Steering Group will report all progress to the QPC on a monthly basis.
 - The Steering Group will organise themselves as they see fit in order to produce an effective plan. It was suggested that the structure of the Steering Group may well include several sub groups to included planning, housing, facilities, transport, open spaces and landscapes.
- 4 Neighbourhood Plan champion – Mr Guy Martin
Mr Guy Martin, a member of the Chapel-en-le-Frith parish council and neighbourhood plan steering group, as well a national NP champion spoke about the procedures of establishing a plan, the benefits and pitfalls of having a NP in place and of what we can expect to gain from a NP.
 - Initial step is to register your intention to produce a NP with the local council and to identify the physical area that will be included in the plan. This also establishes a contact point with the local council.
 - GM estimated that a Quarndon NP would take approximately 18 months to complete and would cost around £8,000.
 - Local council and DALC do provide help and information (road maps and brochures) and will help where possible with the formation of NP.
 - Already completed NP from parishes around the country are available online and should be used as an aid in the production of the Quarndon NP.
 - It is very important to include as many parishioners as possible in the production of the NP. Every attempt should be made to at least make all parishioners aware that the process is taking place. Consultation and involvement of the community is a key ingredient to success and viability of the NP.
 - 5 to 8 sub-groups working with the Steering Group is ideal. Each sub-group will have a collection of the necessary skills to work on the topic to which they have been assigned.
 - The NP is predominantly concerned with planning and housing. It must be understood from the outset the intention of the plan and its limitations. It is a plan for the coherent growth and development of the parish over the next 20 years, with consideration for all members of our

community, our housing and infrastructure needs and our open spaces. A NP is not about stopping developing but about having an influence on the nature and location of that development.

- From experience, Mr Martin suggest that the NP is a effective way in which to draw the community together.
- QPC will need to work closely with the Steering Group and help liaise with Amber Valley council as the NP progresses.
- Although no decisive answer could be given, it was suggested that an accepted NP is a tool which does carry some weight with regards to local council planning, especially when there is no Core Strategy local plan in place.
- While the NP and the Steering Group become firmly established, it was suggested that the clerk of the Steering Group be the only point of contact between the local council and the Steering Group.
- The policies should be very appropriately and specifically worded. It was suggested that a professional consultant be employed to produce the final document. Alderwashy as an example did not employ a consultant and their document was rejected during the final examination.
- As the NP will be a legal document, every effort must be made to follow procedure to the letter. All meetings must be minuted, all correspondence must be recorded and all information (personal details) must be held within regulation. It is vital that the completed NP is not overshadowed by procedural details.

5 Questions from the floor

- Is the final document which is submitted to Amber Valley a fluid and evolving document?
 - At the moment it is not. It is set for the next 10 to 15 years as a blueprint for the parish. This has been questioned by many and may well change in the near future.
- Can the NP stop development/planning permission?
 - No it cannot. The NP should be part of the local council Core Strategy and should fit with the local council objectives. The local council will have the final decision on all development and planning. The local council should take into account the opinion of the NP.
- Is having a NP a deterrent to building developers?
 - It was suggested that this might be the case. It was also noted that in several situations, developers becoming aware that a NP was imminent in an area, rushed through their applications.
- Will the NP include all types of potential development i.e. multiple / single site builds?
 - The NP can and should include allocations for all types of development within the parish.
- How have other local NP influenced the planning process?
 - Several other local parishes have a NP or are in the process of establishing a NP. There have not been many occasions on which the plans have been tested. Idridgehay have a NP and it was not successful in blocking a development which went against the NP.
- How is the NP taken into account by the planning process?
 - No definitive answer was received by the council regarding this question. No written procedure seem to be in place as to how a NP is taken into account when a planning application is submitted. This is an ongoing point of discussion with the local council.
- How does the NP examiner make a final decision regarding the suitability of a NP?
 - By all accounts, in a reasonably professional manner. The Steering Group / PC will have been in contact with the examiner prior to the final submission and so would have received feedback and advice throughout the process.
- There is little scope to downsize in Quarndon? Could the NP take this into account?
 - The NP could suggest the style and type of development needed for the village but would still be at the mercy of commercial and market forces, as well as the local Core Strategy. The NP cannot enforce planning and development issues.
- Certain planning applications have had conservation / heritage conditions enforced upon them while other apparently non-conforming applications have been granted? Would a NP give a consistent platform on which all applications are judged?
 - The NP should provide a consistent criteria for all planning applications to generate the desired style and nature of the parish.
- Is traffic and speeding concerns a NP or a QPC issue?
 - The NP will be able to allocate areas for parking but does not deal with day to day traffic management issues. All current traffic issues should be raised with the QPC.
- Does the NP include building / contractor conditions?
 - This is more of a QPC issue. Councillor Hodson reported that the council has repeatedly refused to include contractor conditions in planning permissions and has said that all such conditions should be pursued under environmental legislation.

6 To proceed or not to proceed?

Councillor Rossel enquired of the meeting who would be interested to proceeding with a NP. Of those in attendance, a majority indicated that Quarndon Parish should indeed attempt to establish a NP. As a secondary question, those willing to become members of the Steering Group were asked to put themselves forward. 12 attendees including Simon Reed, Martin Cross, Andrew McAngus and Brett Butcher suggested they would be interested. Several other members of the meeting (4) suggested they would be interested in being members of the subgroups once they had been established.

7 Inaugural meeting of the Steering Group

A date (1 June 2016 7pm) was set for the inaugural Steering Group meeting to be held at the Quarndon cricket club.

8 Councillor Rossel thanked the cricket club for the use of their facilities. All involved in the Steering Group and Parish Council are grateful to the cricket club in allowing the 1 June to once again be held at the club.