

MALTON AND NORTON NEIGHBOURHOOD PLAN

STEERING GROUP MEETING

Minutes of the meeting held on 14th December 2020 at 2:00pm

Held via Zoom

Present:

Chairman: Councillor David Lloyd-Williams

Public: Mr Ben Stone

Malton Town Council: Mayor Paul Emberley, Clerk Gail Cook and Deputy Clerk Tim Hicks to both councils.

Norton Town Council Mayor Antony Croser

Directions Planning: Mike Dando

130. (11/20) **APOLOGIES.**

Michael Gwilliam and Ros Tierney

131. (11/20) **INTRODUCTION.**

David Lloyd-Williams gave a welcome to the group. Although the group had not met for some time progress had been made and that today should see the start of the planning for the consultation process.

132. (11/20) **MINUTES OF LAST MEETING.**

These were accepted by the group as a true record.

133. (11/20) **MATTERS ARISING.**

Mike Dando referred to a meeting on 2nd December 2019 which he could not attend. The meeting was cancelled as a result, but it was acknowledged that the steering group members present did agree the options for the screening consultation for Mike to take forward, which he did at the time.

134. (11/20) **HRA AND SEA INTERIM REPORTS.**

Copies had been previously circulated to members. Acknowledged as broadly complete. David Lloyd Williams queried the European content as to whether it was up to date in line with current legislation. Mike confirmed this to be the case and that the authors of the HRA and SEA were compliant with current EU legislation.

135. (11/20) **DRAFT REGULATION 14 NEIGHBOURHOOD PLAN.**

Copies had been previously circulated to members. Mike had highlighted the text additions in yellow, and had struck through text deletions. All changes were approved without question. These were namely:

Pg 15, TM1. Pg 17, TM3, TM4 and TM5. Pg18, TM6. Pg20, RC1. Pg21, RC2. Pg23, E2 and E3. Pg29, CF1. Pg30, CF3. Pg 32, TC1 and TC2. Pg33, TC3 and TC4. Pg35, HRI3 and HRI4. Pg41, HD4. Pg42, HD5 and HD6. Pg43, HD7 and HD8. Pg44, HD9 and HD10. Pg47, H1. Pg49, EM1. Pg50, M1. Pg 51, M2. Pg 52, N1.

136. (11/20) **STATUTORY REGULATION 14 NEIGHBOURHOOD PLAN CONSULTATION.**

Members discussed the format for the consultation. Mike Dando went through key points which need to take place in some form or other.

- 1) The production of a simple leaflet summarising the plan. This will be prepared by Mike Dando and will go through everyone's door in the plan area. Clerks to sort distribution, probably a professional distribution company.
- 2) Covid currently restricts drop in events so host one or two meetings, probably through Eventbrite or similar and distribute free tickets. The host could then field incoming questions to the professional appointed speakers. Both Paul Emberley and Ben Stone have had some experience of this and thought it very good and worthwhile.
- 3) Place hard copies of the full document where is it publicly accessible, i.e. Town Council offices and the libraries, amongst others.
- 4) Website. Both Town websites to be updated. Both will host online copies of the plan and well as all relevant support documentation. Tim to update at earliest convenience.
- 5) Local planning authority. Should hold a copy of the plan.
- 6) Traditional media and social media. Write articles.

Mike Dando suggested the questionnaire could be produced this time in electronic format using a platform similar to Survey Monkey.

In order to allow enough time for the clerks to undertake the above, members agreed that the consultation should run from Friday 12th February to Friday 26th March 2021.

137. (11/20) **ANY OTHER BUSINESS**

Mike Dando will now work on updating the Project Plan in light of confirming the above dates. Mike Dando confirmed that an extra £1,000 grant funding was to be available.

138. (11/20) **DATE OF NEXT MEETING.**

Probably Monday 18th January 2021, will be confirmed once the process of consultation preparation is underway.

(Meeting closed at 3.15pm)

_____ (Chairman)