



**MINUTES OF THE MEETING OF WYLAM PARISH COUNCIL
NEIGHBOURHOOD PLAN STEERING GROUP
HELD ON 30th September 2024**

Present: Councillors A Armstrong, D Carney (Chair) and C Percy.

Also present: M Harrison (NCC Neighbourhood Planning Officer) and T Wood (Clerk)

Questions from Members of the Public.

L Bray asked if wildlife assets will be included in the Neighbourhood Plan (NHP) and offered assistance with the Local Green Spaces (LGS) project. M Harrison confirmed there could be a Strategic Environmental Assessment which could be included in the NHP and would feed into the LGS assessment. D Carney thanked L Bray for her offer to contribute to the LGS assessment.

Resolved that

- i. Clerk to confirm with Mark Harrison what data needs to be collected for a Strategic Environmental Assessment.
- ii. Clerk to share LGS assessment forms with L Bray.
- iii. L Bray to assist C Percy in the LGS assessment.
- iv. L Bray to assist in an Environmental assessment.

1. Appointment of the Chair of the Neighbourhood Plan Steering Group.

C Percy proposed D Carney as Chair, seconded by A Armstrong.

Resolved that

- i. D Carney to be Chair of the Neighbourhood Plan Steering Group.
- ii. Clerk to add appointment of the Chair of Neighbourhood Plan Steering Group to the Parish Council's Annual Meeting agenda.

2. Appointment of the Vice-Chair of the Neighbourhood Plan Steering Group.

C Percy proposed A Armstrong as Vice-Chair, seconded by D Carney.

Resolved that

- i. A Armstrong to be Vice-Chair of the Neighbourhood Plan Steering Group.
- ii. Clerk to add appointment of the Vice-Chair of the Neighbourhood Plan Steering Group to the Parish Council's Annual Meeting agenda.

3. Apologies for absence

L Barker and C Thomas.

Signed: Diana M Carney Date: 11 November 2024
Chair of Meeting

4. Declarations of Interest from members on items on the Agenda.

None declared.

5. Update from Northumberland County Council Neighbourhood Planning Officer.

M Harrison reported that there is no further update from Central Government on use of Green Belt and Grey Belt land. The Government has projected an increase of over 200% in new house-building across Northumberland and the new Northumberland railway line will be designated a growth corridor.

6. Progress review on the compilation of assets and spaces.

Long lists of Non-Designated Heritage Assets, Local Green Spaces and Community Facilities are to be created. The forms circulated by M Harrison will assist in evidencing which assets and facilities will become part of the final list.

(i) Non-Designated Heritage Assets – D Carney and A Armstrong have created a long list but the forms are still to be completed.

(ii) Local Green Spaces

C Percy discussed the list he had created. M Harrison had previously provided a map showing suggested Local Green Spaces in the village. M Harrison confirmed that the Waggonway and land bordering it can be included in the LGS assessment.

(iii) Tree Management Plan

A Armstrong had circulated a report on a future tree and environmental management plan for Wylam Parish Council's Local Green Spaces. This report, which had been circulated prior to the meeting, was not presented by A Armstrong and was therefore not discussed. A Armstrong proposed that the Steering Group should collect information about the activities of surrounding local parish and town councils. This proposal was not accepted. M Harrison encouraged the Steering Group to focus on issues in Wylam Parish.

(iv) Community Facilities

The list of community facilities is yet to be completed. A Parish Councillor is required to lead on the completion of this list.

Resolved that

- i. Clerk to re-circulate the link to the forms to be completed.
- ii. M Harrison to resend the LGS map to the Clerk for circulation.
- iii. Clerk to add M Harrison to shared folder for review of long lists.
- iv. Councillors to confirm who will lead on Community Facilities.
- v. Clerk to add NDHAs and LGS to the Steering Group's December agenda.

7. Update on the Neighbourhood Plan Questionnaire

The Neighbourhood Plan questionnaire is now live via a QR code in the Autumn Globe and/or paper copies of the questionnaire can be requested from the Clerk. The deadline for completion and submission of the questionnaire is 30th November. Following the closing date the data received will be analysed and inform the direction of the NHP. A Working Group would be set up to review and analyse the data. Funding is available via Locality for a Housing Needs Assessment, Site Options, Site Viability and Master Planning. The applications for these funding streams can run concurrently alongside the questionnaire. The Parish Council is also eligible for £10,000 to fund employment of a Planning Consultant for the writing up of the NHP.

Resolved that

- i. Clerk to apply for Locality funding for four areas following discussions with M Harrison.
- ii. Clerk to set up the Working Group for data analysis.
- iii. Funding status update to be added to the Steering Group's December agenda.

Signed:
Chair of Meeting

Diana M Carney

Date:

11 Nov 2024

8. Items for a future agenda

None raised.

9. Date of the next meeting

The next meeting of the Neighbourhood Plan Steering Group will take place on 9th December 2024 at 7.30pm.

The meeting closed at 9.15pm

Signed: Diana McCarney Date: 17 November 2024
Chair of Meeting