**Minutes of the Acomb Neighbourhood Plan Steering Group Meeting, Tuesday 6th March 2018 at 10.30, Acomb Village Hall**

**1. Present**: Jane Wrigley (Local Resident)

 Charles Enderby (Acomb Parish Council)

 Lorna Farr (Acomb Parish Council/Action4Acomb)

 Norman Robson (Chair)

**Invited Guests:** Bill Grigg (Clerk to Acomb Parish Council), Jenny Ludman (Independent Planning Consultant), Chris Anderson (Planning Officer, Strategic Planning and Housing NCC)

**2. Apologies**: Rachel Gagliano (Action4Acomb),Matilda Bevan (Local Resident), Cllr Trevor Cessford (NCC County Councillor)

**3. Northumberland CC Pre-submission draft Plan Comments** The comments were received by the Group and have been, with 2 exceptions, incorporated into the Plan. It was agreed that as there was already a 20mph speed limit in parts of the Village, Policy 4, which supported further similar measures, was sufficient to meet the requirements of the County Council’s comment. The other exception was Policy 5, Howford Quarry which is addressed later.

Jenny and Chris also put forward a number of minor wording changes to the Plan, which following discussion, were agreed. These would be incorporated into the Plan by Jenny. (Norman agreed to transfer editorial ownership back to Jenny to make the amendments). **Action: Norman, Jenny**

Further changes included re-wording the Local Green Spaces Policy to enable potential re-development of the Pavilion. Thus, the Playing Field (Currently held in trust by the Parish Council) would be an area of important Recreational Use, rather than a Local Green Space. The Policy Map would also need to be amended. **Action: Jenny, Chris**

 **4. Policy 5: Howford Quarry**

After much discussion, it was agreed that Policy 5 should be re-worded, with additional Explanation, to more accurately reflect the fact that there is already too much traffic on Howford Lane and therefore not safe for pedestrians, now. Howford Lane is single track, 0.5 mile long, with 3 Passing Places. A cul-de-sac, it leads from the A6079 to a Rough Car Parking Area, Howford Quarry and Hanson’s. The Policy should require that, before any further development takes place at the Howford Quarry or Hanson’s, a suitable, safe access (Footpath/Bridlepath) to Watersmeet, alongside the road, should be made available. **Action: Jenny**

**5. Other Documentation**

 Before submission for Inspection, the following documents would be required:

 Consultation Statement – Jenny

 Basic Conditions Statement – Jenny

 HRA Assessment – Chris

 SEA Assessment – Chris

 In addition, Norman would check that all the evidence to support the Polices was in place. There would also be a requirement to ensure that the website was up to date.

 **Action: Norman, Chris, Jenny, Rachel**

 **6. What Next?**

 It was agreed that the recommended Healthcheck of the Plan would not be commissioned, as the Plan was relatively straightforward, and the cost of the Healthcheck, which would have to be funded by the Parish Council, would be prohibitive.

 It is intended that the “final” Plan would be circulated to the Steering Group (showing all changes) and would be agreed at its next meeting. This would then be ratified by the Parish Council, before submission for Inspection.

**7. Date of Next Meeting**

It was agreed that the next meeting of the Steering Group would be at 6.30 on Tuesday 20th March 2018 in the Village Hall.