



## NEIGHBOURHOOD PLAN MINUTES

Meeting: 7:10 pm, 28 November 2019 – Ingleby Arncliffe Village Hall

**Present:** David Cook (DC)  
Sophie Cooper (SC)  
Ruth Eastham (RE)  
George Hunter (GH)  
Susan Stephenson (SS)  
Clive Walley (CW)  
Hazel Warhurst (HW)  
2 x members of the public

1. Election of Chairman

It was felt with a number of Steering Group members unable to act in the Chairman capacity because of work commitments and the advance stage of the NP, that it was best to leave the formal position of Chairman “unfilled” and for the Parish Council Chairman to act in a coordinating role until the NP was released to HDC for its final stages.

2. Apologies

No apologies for absence.

3. Minutes of 18 November meeting

Minutes from 18 November were approved and signed.

4. Declarations of Interest

No declarations of interest by members present.

5. Grain Store

Wording of Community Action Point N1 was agreed.

6. Consultation Statement

Consultation Statement not required until the final plan was submitted to HDC.  
RE and HW continue to work on the document.

7. Pre-submission Regulation 14

- CW circulated an updated final draft
- CW confirmed following advice from KJ that hard copy documentation must be available for members of the public if requested; the Blue Bell/PO and/or Village Hall could be possible venues.
- Documentation to include: Pre-submission Plan, Community Plan, Pre-Consultation plan, responses to Pre-consultation, blank response forms.
- Hard copy Response Form agreed
- Dates for the release of the pre-submission document to be finalised.

**Action:**

CW to forward agreed document to KJ.

CW to liaise with HDC on hard-copy printing of document

SS to liaise with HDC over electronic response form format once dates finalized.

RE & HW to have responsibility for sending the pre-submission draft, when finalised, to Statutory Consultees.

RE & HW to collate all (resident and statutory) responses.

8. Website

Updated as required.

**Action:**

All – Constantly review and send updates to CW or SS to upload.

9. Direction Planning

Invoice 19111/ING for £2722.50 + VAT to be discussed at PC meeting 28/11/19.

it was noted that KJ had advised a cost to completion of £2,375, this compares to funds available of £2519.46p

10. Grants

Requirement for Technical Assistance Grant to be reviewed if required.

11. Beyond Drop-in Session, Thursday, 21 November 2019 – 4pm-7pm

CW circulated summary of residents' responses – as attached.

**Action:**

All - Any updates, further comments to be sent to CW by Monday, 02 December

CW to forward updated summary to Beyond Housing for consideration.

Meeting to be arranged with Beyond Housing and Amanda Madden to discuss comments.

12. NYCC Section 77 Response

S77 response as prepared by HW and RE was approved – as attached.

**Action:**

SS to send response to NYCC by 29 November 2019.

13. Consideration of Open Evening arrangements during Pre-Submission Consultation

To be considered further once pre-submission release dates finalised and the results of Beyond's site survey for services had been concluded. The meeting noting resident comments on the provision of services to the site, particularly those regarding sewerage. Excess costs in this area when compared to the one-off costs anticipated by Beyond, could potentially affected the commercial viability of the site. So, any open evening should wait until Beyond had concluded their survey work.

14. Pre-advice to landowners of the changes made in Pre-Submission document

It was agreed to contact all landowners who provisionally offered sites to update them on future requirements.

**Action:**

GH to draft a letter.

The meeting closed at 8:45 pm

Next meeting: to be arranged

Signed: 

Date: .....17/1/20.....

HDC = Hambleton District Council

KJ = Kathryn Jukes – Directions Planning

NP = Neighbourhood Plan

NYMNPA = North Yorkshire Moors National Park Authority

PC = Parish Council

SG = Steering Group