

## **Masham Neighbourhood Plan (MNP) Steering Group**

Meeting held on 7<sup>th</sup> September 2022 commencing 7pm at l'Anson's Offices.

### **Minutes**

**Present:** Neil Pickard (Chairman), Richard Mawer, Jim Dalton, Kelly Kitching, Mark Cunliffe-Lister and Howard Mountain (NP Co-ordinator). Kathryn Jukes of Directions Planning Consultancy Ltd attended the meeting for item 2a.

**Apologies:** Susan Briggs

#### **1. Minutes of meeting 08.08.2022.**

These were approved without amendment.

#### **2. Appointment of Planning Consultant**

a) As part of the procedure of appointing a Planning Consultant to act for the Steering Group in the creation of a Neighbourhood Plan for Masham, one of the candidates (Kathryn Jukes of Directions Planning Consultancy Ltd of Harrogate), had been asked to attend the meeting in order to provide general guidance and advice on the scope and benefits of Neighbourhood Plans, and to explain the role of a Planning Consultant within the process.

\* Having been involved with a sizeable number of NP's, including some which are now in force, she was able to confirm that they have proved to be a useful tool to enable local communities to have more influence over planning decisions.

\*Whilst it is unlikely that the Masham NP will be in place soon enough to be able to influence the nature of the housing on sites allocated under the Local Plan or where current applications are in place, the policies within the NP would have to be taken into account on any similar applications in the future once 'made'. It is felt inevitable given the national housing shortage that there will be more proposed housing developments at some point.

\* Although an NP cannot reduce the number of houses on allocated sites it can itself allocate additional land for housing, if that is what the community wish to see, particularly if, for example, a demand is proved to exist for further affordable housing.

\* She confirmed that whilst an NP is essentially a Planning document, items which are of a wider community nature can be included in a 'Community/Parish Actions' section. These are items which would subsequently be pursued by the Parish Council, based on feedback through the consultation process and would be seen as having extra impetus with other statutory bodies, because of their inclusion with a NP.

\* With regard to the aspect of a Planning Consultant's role, this is seen to be one of providing general guidance through the various stages of the process with particular input when the Policies are being written. In order to control costs, where the Co-ordinator and SG members could undertake work themselves, they would need to do so.

\* There remains uncertainty in respect of grant funding beyond this financial year but she felt that the policy of the government remains one of supporting the principle of Neighbourhood Plans and as such was hopeful that further funding might be available.

b) Appointment of a Planning Consultant – Consideration of tenders.

Tenders had been received from:

1. Kathryn Jukes on behalf of Directions Planning Consultancy Ltd of Harrogate.
2. Shaun Hanson on behalf of Planning Advice Plus of Richmond
3. Michael Wellock on behalf of Kirkwells of Burnley.

Each were considered in turn and it was agreed that Directions Planning Consultancy Ltd should be appointed, subject to satisfactory recommendations being obtained from two Councils for whom the company had previously acted. This decision was based partly on the lower daily rate quoted in comparison to the other companies and also as they had more experience of working within the local area, particularly with Harrogate Borough Council, than the other candidates. **ACTION: HM to obtain references and forward to NP, before formally confirming the appointment.**

### **3. Public Consultation Document.**

a) The meeting to co-ordinate the content of consultation documents took place on 10.08.2022 with representatives of the MCO, Parish Council, Town

Hall, Peacock and Verity, Masham School and the Sports Association present as well as the MNP Steering Group.

It was clear from the discussion which took place that the various groups all have future plans which would either benefit from public consultation locally and, in the case of MCO, are a requirement in order to obtain grants. We explained that we also have to consult thoroughly with the public and stakeholders in order to meet the basic criteria of creating a NP.

It was therefore agreed that both MCO and ourselves would proceed with a consultation process and would share the results with each other and with the other groups present wherever relevant. Our consultation will principally be about Planning aspects whilst that of the MCO will concentrate more on 'community' issues. MCO are currently applying for funding and one of our next steps will be to apply for grant funding through Locality.

A follow up meeting is scheduled for September 28. **ACTION: Meeting to be attended by NP, SB and HM.**

b) The initial work carried out on the Public Consultation questionnaire by individual members was discussed. It was agreed that the Planning Consultant will need to have input but that we should have a basic draft document available as a starting point. **ACTION: HM to collate input and prepare a draft document.**

#### **4. Project Plan**

The group considered an outline Project Plan prepared by HM and agreed that this could usefully form a basis on which to work. HM stressed that from his previous experience with the Kirkby Malzeard, Laverton and Dallowgill NP regular revision of the timings were likely to be necessary as delays inevitably arose. **ACTION: Once any feedback on the outline Project Plan has been received from the Consultant it will be forwarded on to KK for digital formatting.**

## **5. List of Stakeholders.**

It had been agreed at the previous meeting that the MCO directory could form basis of this. It was further agreed that all employers with over 5 employees be added. **ACTION: RM to create draft list for next meeting.**

## **6. Grant application.**

Once a Planning Consultant has been appointed, an outline of costs will be obtained from them for all work considered realistic within this financial year, and an application made. **ACTION: HM to make application as soon as all information is in place.**

## **7. Any Other Business.**

None.

## **8. Date of next meeting.**

To be held on October 20<sup>th</sup> at I'Ansons offices starting at 7pm

The meeting ended at 8.55pm. The group thanked I'Ansons for the use of the office.