

LONGHOUGHTON NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP

MINUTES OF MEETING HELD 4 NOVEMBER 2019

1 Present:

Adrian Hinchcliffe (Chair), Peter Bromley, Bill Bell, Margaret Robinson, Chris Thomas, Carole Green.

In attendance: Sarah Brannigan (part), Gill Bromley (part), Eleanor Phillips (part).

2 Apologies for Absence:

Andrew Willmott, Councillor Wendy Pattison, Ayshea Lewis, John Haughie, Brian Ellis.

3 Approval of the Minutes from 11.09.19

Were approved as a correct record.

4 Matters Arising

(a) Meeting with the NCC Housing Officer for discussion on the Housing Paper.

This meeting had not yet been requested. It is the intention to organise this meeting once the Scoping Report has been received and considered.

(b) Meeting with the Wing Commander Rob Allan

The meeting was held on 17th September 2019. Present, Wing Commander Rob Allan, Ayshea Lewis and Adrian Hinchcliffe. The meeting confirmed all the information that Ayshea had passed on to the Steering Group in relation to the movement of RAF personnel and their families. Wing Commander Allan strongly made the point that the situation is subject to change. It was agreed that we would hold further periodic update meetings.

5 Progress Update

The Chair had circulated a written update paper and summarised the content.

(a) Appointment of Planning Consultant.

NCC had advised of three possible candidates for the role. All three were invited to an individual 'information exchange' session on 15.10.19. From the Steering Group were Adrian Hinchcliffe, Peter Bromley and Chris Thomas. They were then asked to submit their proposals for the production of the Scoping Report by 20.10.19. Three proposals were received. The representatives of the Group were unanimous in appointing Mrs Jo-Anne Garrick of Jo-Anne Garrick Ltd. The quotation from Jo-Anne Garrick Ltd was £1,125 which was the lowest of the three quotes.

A contract has been signed with Jo-Anne Garrick Ltd for the production of the Scoping Report but subject to obtaining the grant from Locality. It is the intention to employ Jo-Anne Garrick Ltd for all future stages of the NDP subject to obtaining grant funding. The Parish Council had noted the decision to appoint Jo-Anne Garrick Ltd at its meeting on 21.10.19. The specification from Jo-Anne Garrick Ltd is shown on the Attachment.

(b) Grant Application to Locality

A grant application to Locality was completed and submitted on 24.10.19. This requested funding of £1,417 made up of Consultants fees £1,125, Room Hire £72 and an NDP Newsletter £220. The application was acknowledged and it was reported at the meeting that it had been approved subject to the completion of a grant acceptance form and due diligence. Costs cannot be incurred until we have been notified of clearance of due diligence and the funds are transferred into the Parish Council bank account.

Once the Scoping Report is complete and we are ready to move onto the next stage it will be necessary to re-apply to Locality for further funding. The grant structure is as follows:

Basic Grant (the Scoping Report of £1,417 will come from this)	£9,000
Additional Grant	£8,000

(available for allocating sites for housing and including a Design Code)
Affordable Housing for Sale

£10,000

In addition, Locality offers Technical assistance free of charge on the following topics:

- Site options and assessment
- Design including Design Code
- Housing Needs Assessment
- Environmental Impact Assessment
- Evidence Base and Policy Development
- Strategic Environmental Assessment
- Habitats Regulation Assessment
- Plan Health Check Review

(c) Scoping Report

Jo-Anne Garrick should be ready to present the Scoping Report to the Steering Group in early December. Discussion on the precise date of the meeting was not possible.

NOTE

Subsequent to the meeting the Grant Acceptance Form was submitted and advice received that the grant would be paid during the week commencing 04.11.19. Discussion were held with Jo-Anne Garrick Ltd who confirmed that the report would be ready for presentation to the Steering Group during the first week in December. The meeting has therefore been fixed for Monday 2nd December 2019 commencing at 7.00pm at LC&SCT.

6 Presentation – Paths, Plants and People Project – Gill Bromley and Chris Thomas.

This project reports to the Parish Council but its outputs will inform the NDP.

Gill Bromley reported that this was originally known as the Green Necklace Project but had been re-named Paths, Plants and People Project. There were now 34 people involved and contributing. The project has divided into four sub-groups of activity – covering: Planting, Footpaths, Pondfield and Heritage.

Planting – Gill Bromley

The project had replaced the tubs outside the School. The old traditional sign at the NorthEnd/Boulmer Road junction was to be re-painted. To raise funds an 'Open Garden' scheme was being set up. Discussions were to take place with the Allotments Association. A presentation was to be made to the WI in January. A presentation had been made to the Community Lunch in October. Enquiries are were being made about the area at the front of Chancel Place which is an obvious area for planting. The Group had walked around the village looking for areas to put together proposals for improvement. They welcomed input from Howick and Boulmer. Some funds had been given by the Parish Council. The Group had talked to the NCC officer on Trees and Verges. Some difficulties were being experienced by not knowing the ownership of land.

Pondfield – Gill Bromley

This was proposed to be the centre of a heritage trail. Proposal for interpretation boards. Landscaping would be necessary – hoping to involve a resident who has experience in this. Much more work to be done.

With both projects Gill would be putting together detailed proposals for approval and possible consultation.

Footpaths, Bridleways, Public Rights of Way and Green Ways – Chris Thomas

Members of the Group had walked all the public rights of way in the Parish. Detailed notes were being made on all of them and this was documented and held in a computer system. Suggestions had been received for a number of additional paths throughout the Parish, some circular, and most of

these had been walked and notes made. New permissive routes would be needed. The Group had talked to Philip Bradley the NCC Footpaths Officer who was very helpful and supportive. The Group were hoping to have a consolidated report ready by the end of 2019. Markers were envisaged for the routes to make the way clear without having to have a map. Colour coding was a possibility. There would also be walks to places of special interest. Some walks around Boulmer may be suitable for wheelchair access.

Green routes within Longhoughton were being considered to avoid people having to come onto the B1339 road. Routes from Chancel Place through the LC&SC were being looked at as well as routes from Clarey Place to Eastmoor. More research is needed particularly into the ownership of land.

Heritage

Chris Thomas read out a list of heritage sites that had been compiled so far. Members contributed more suggestions. The list is attached to these minutes.

7 Old Recreation Field Project – Eleanor Phillips

This project reports to the Parish Council but its outputs will inform the NDP.

Ellie referred to a report that had been produced two years ago with the involvement of 38 residents. It put forward proposals for the development of the Old Recreation area. This had been compiled from a survey that had been completed by 55 respondents. However, although this Report was presented to the Parish Council no action had been taken due to the emergence of the Longhoughton review in 2018. There was strong support in the Longhoughton Review for the Old Recreation area to be retained and developed. However, in July of this year Ellie had called a meeting to discuss the future of the Old Recreation Field and only 4 adults had turned up.

Ellie made the point that this is a very large field that could contain a developed recreation area plus other recreation or 'green' uses as well as a dog exercise area. Peter also made the point that the field was currently earmarked for housing and the size of the field would allow for some housing alongside the recreation and 'green' activities.

It was also stated that the land is leased by the Parish Council on an annual basis and if it is to be developed the PC would need a longer lease to justify the investment.

From the point of view of green routes around the village this field is strategic in that it gives access to the School provided the access issue from Eastmoor can be resolved.

A key issue for the site is access particularly from Eastmoor. If building took place on the field it would most suitable at the Eastmoor end. There is confusion about the ownership of the land that would give access to vehicles entering the field from Eastmoor. **This needs to be resolved. It was suggested we make enquiries with Northumberland Estates and carry out a Land Registry search. This was agreed. Chris and Adrian to action.**

ACTION ADRIAN/CHRIS

At this point Sarah Brannigan left the meeting and will send some comments.

8 Highways, Pavements, Parking and Speed Project – Carole Green

This project reports to the Parish Council but its outputs will inform the NDP.

Carole reported on progress. There are many issues to consider when thinking about road safety. The two quarries use of the roads, the impact of the Parish being partly in the AONB, traffic to RAF Boulmer and increased commuting. On the ground the Parish had some very narrow footpaths, the need for effective dropped kerbs and parking issues. Speeding was considered to a big road safety issue and there were many aspects of the 20mph system that were not working. Carole and Peter Bromley had met Neil Snowdon of NCC Highways. Neil had suggested surveys on vehicle speed to be taken at Southend, Boulmer Road and Station Road so that we are working on upto date information before considering any further changes to slow vehicles down. The speed surveys are awaited.

Gill, Chris, Ellie and Carole were thanked for their presentations.

9 Global Warming and Renewable Energy

The meeting considered a paper on this topic.

Global warming is now a major issue and driver of change. The implications of this for rural areas are immense. We will have to re-thing the way that we use energy and the sources of energy that we use. A move to the use of renewable energy is inevitable. There are a number of key issues that can be addressed through the NDP. These are:

- The design of future houses should achieve zero carbon emissions through improved insulation and the use of renewable sources of energy.
- Designation of sites for renewable energy schemes that do not harm the special qualities of the AONB and the countryside in and around Longhoughton Parish.
- Support for the conversion of existing properties to renewable energy.
- Support for safe greenways for walking and cycling.
- Designation of sites for the planting of trees.
- Designation of wildlife corridors for the protection of species and nature restoration.
- Locate new housing near to existing settlements to minimise transportation.

10 Proposed Consultation

The meeting considered a short paper proposing a Consultation with residents. This would cover the vision for 2036 and the use of land over the period to 2036. The timing of this consultation was to be January 2020. The Scoping Report will guide the Group.

IT was agreed that the consultation will focus on the vision and objectives and introduce the factors influencing the balance of land-use across the Parish. It will not, at any stage, seek to go in to details or individual sites. It will be at the high level with simple questions such as 'how do you want the Parish to look like in 16 years?' 'What is important to you?'

The intension is to have a four page information sheet produced exclusively on the NDP. This would be circulated to all households with an invitation to a Public Meeting and drop-in event. Maps will be available for people to view the Parish and make suggestions.

11 Budget

Then budget position was very little different to that presented in September. There has been a few meetings but otherwise no expenditure. From now onwards it is expected that all expenditure would be covered by grant from Locality.

12 Any Other Business

None

13 Date of the next Meeting

Monday 02.12.19 at 7.00pm.

Proposed Approach to the Commission – Jo-Anne Garrick Ltd

Scope

4.1 In considering the identified objectives of the commission, it is proposed that Jo-Anne Garrick Ltd would undertake the following key tasks, which would inform a Scoping Report:

- 1 Review the work undertaken to date on the Longhoughton Neighbourhood Plan;
- 2 Identification of the relevant saved policies contained within the Alnwick District Core Strategy (2007) and Alnwick District Local Plan (1997) and their relationship with the vision and objectives of the emerging Neighbourhood Plan. This would include liaison with Northumberland County Council to identify the strategic policies of the development plan;
- 3 Identification of the relevant policies contained within the emerging Northumberland Local Plan and the associated evidence base;
- 4 Identification of the relevant national policy and guidance contained within the National Planning Policy Framework, Planning Practice Guidance and National Design Guide;
- 5 Review of recent planning decisions to assist in the identification of key planning policy areas or potential gaps in coverage.
- 6 Informed by the work identified under points 1 to 5, provide advice and guidance on:
 - a. Policy themes to deliver the draft vision and objectives;
 - b. Potential policy gaps that could exist following the replacement of the current Alnwick development plan policies by the Northumberland Local Plan;
 - c. The need for additional evidence, such as housing needs assessment, design codes and local green space;
 - d. The approach to strategic environmental assessment and habitats regulation assessment;
 - e. Next steps for the plan to inform the work of the Steering Group, including engagement on the vision, objectives, policy areas and community actions, as well as the scope of additional work.

Output

4.2 An important element of the commission will be an on-going dialogue with the project leads from Longhoughton Parish Council.

4.3 The key outputs of the Commission would be:

- Preparation of a draft scoping report which addresses all of the issues highlighted in points 1 to 6 above;
- Attendance at a meeting of the Steering Group to discuss the draft scoping report;

HERITAGE ASSETS

(at 04.11.19)

Longhoughton

Longhoughton church
Longhoughton Hall
The old School House
Parsonage
Ex NAFFI Building
School Green Sculpture

Boulmer

The Fishermen's Cottages and the heritage village
The existing Boulmer fishing fleet
The Herring Sheds
Boulmer Hall
North Cottage (used to be the School I am told)
RAF Boulmer
The ex-runways
Seaton Point Farm
Seaton Point Cottage
The navigational poles.
Boulmer Haven - natural harbour.
The smuggler's route from Boulmer to the Bluebell Inn

Howick

The Village
Hall and Church and other buildings
(graves of the French sailors who perished aboard the Tadorne in 1913)
The Grange
Howick Gardens
The old School House
Rumbling Kern (geology)
Wreck of the Tadorne (*French for Shelduck*)
The Bathing House
Limery

Potential Features

Heritage trail leading from Pond Field to the old smithy, the church, the sculpture and ...
A Ratcheugh gibbet
The Limery
Quarries walks/local geology/ecology
Two water spout features in Longhoughton village
Feature sign posts
Land art items
Benches at particular locations

Possible Heritage Trails

RAF Boulmer heritage trail
Boulmer village trail
Howick village trail
Longhoughton village trail
Limery heritage trail
The smuggler's route from Boulmer to the Bluebell Inn