

## **Earswick Parish Council**

### **Neighbourhood Plan Working Party**

#### **Record of the Decisions of the Meeting held on Tuesday 7<sup>th</sup> July**

Present: D. Jones, W. Gambold, S. Wiseman, F. Martin, B. Rigg, I. Yeowart, J. Mc Turk, G. Tate, J. Williams

#### **Election of Chair.**

Bill Gambold was elected as Chair of the Working Party

#### **Election of Vice- Chair.**

Bev Rigg was elected as Vice-Chair

#### **Terms of Reference.**

The terms of reference that had previously been agreed by the Parish Council and had been circulated to members of the working party were duly noted.

#### **What is a Neighbourhood Plan.**

Provision for a Neighbourhood Plan is enshrined within the 2011 Localism Act. The Plan will allow the community of Earswick to identify all the important aspects of life in the parish that they believe should be considered in planning for the future (next 15 years). It will allow the community to put forward proposals that will enhance the quality of life in the parish and will also provide a framework for future land usage within the parish.

It is important that the Plan is based on effective community engagement and involvement and that any proposals are determined from a robust evidence base.

Once adopted the Neighbourhood Plan will have significant weight over future development plans as it will form part of the statutory development plan (Local Plan) for the area.

An Earswick Neighbourhood Plan will allow the village to:

- Influence how, when and where the village develops and for what purpose
- Preserve those aspects of the village that are important to us
- Encourage services and development that are not currently here
- Identify and seek to secure funding for community projects

#### **Step by Step Guide to Producing a Neighbourhood Plan.**

There are various steps to be followed in developing a Neighbourhood Plan.

- Step 1 – Making a neighbourhood area application
- Step 2 – Publication of proposals for the plan
- Step 3 – Submission of a draft plan
- Step 4 – Independent examination
- Step 5 – Referendum

At all stages of the Plan there will be extensive community engagement and involvement.

A Neighbourhood Plan can only be adopted if a majority of 51% of the community who voted in the referendum are in favour.

One of the main issues in undertaking a neighbourhood plan involves resources, both financial and time.

A grant of up to £8,000 is available from the government funded My Community fund that is administered by Locality. The Parish Council previously received a separate grant from Locality to finance the Neighbourhood Planning workshop that was held at the end of March 2015.

Part of this funding can be used to obtain consultancy services to augment the resources provided by the working party members.

Resourcing will be discussed in more detail following the next meeting of the Working Party.

### **Timeline.**

It is hoped that the working party will be in a position to present a final version of the Neighbourhood Plan to residents for consideration at a referendum within 12 months although this timescale is subject to co-operation and input from the City of York Council.

### **Neighbourhood Area Application.**

This is step one in the neighbourhood planning process.

Earswick Parish Council submitted an application for a Neighbourhood Plan to the City of York Council in June 2015. This identifies that the whole parish area would be appropriate to be designated as a neighbourhood area and that Earswick Parish Council are the relevant body to lead the Plan.

### **What do we want to include in the Plan?**

It is anticipated that the Plan will cover a wide range of issues, including development opportunities (if any), transport and traffic issues, amenities and the preservation of the rural character of the parish.

This subject will be discussed in more detail at future meetings. However for reference purposes the following topics were included in the Parish Plan:

- Community Activities (Sports & Leisure)
- Communication (could also include community involvement)
- Development (Building)
- Traffic & Travel
- Environment
- Crime (inc. Neighbourhood Watch)

### **Community Engagement.**

The Working Party agreed that community engagement is necessary and important for several reasons:

- It is a statutory requirement
- Early engagement is essential for developing consensus and avoiding misconceptions
- It is part of developing the evidence base
- It helps achieve better informed outcomes
- It will lead to more realistic and deliverable plans

It was noted that some early involvement of the community had already taken place:

- Article included in the February Parish Council newsletter
- Community introductory workshop on the Neighbourhood Plan held in March 2015

- Volunteers sought from across the community to join the working party
- Working Party selected in such a way as to ensure fair representation from all parts of the village and interested parties.

It was agreed that the working party would draft an initial letter to be circulated to all households explaining what a Neighbourhood Plan is, how it differs from the Local Plan, what it will achieve, how the community can get involved in the process, who the members of the Earswick Neighbourhood Plan Working Party are and how they can be contacted.

This will be followed by a “walk-in” clinic at which residents can talk face to face with members of the working party.

A residents questionnaire will follow in due course.

It was also agreed to set up an email mailbox facility that could be used by residents to contact members.

**Date of Next Meeting.**

Thursday 9<sup>th</sup> July 2015 at 7.30pm in York Motorsports Village.

Copies of :

Terms of Reference of the Working Party  
A Step by Step guide to producing a Neighbourhood Plan  
Neighbourhood Area Application  
Map of the Neighbourhood Area

Can all be downloaded from the Parish Council website under “Neighbourhood Plan”