

**Minutes of the Meeting of Embleton Parish Neighbourhood Plan Project Team
at 7pm on Wednesday 29th November 2017 in Embleton Church Parish Room**

Chair: David Ainsley

Present: Paul Bevan, Raymond Carss, Alisoun Carss, Rita Cavill, Monica Cornall, Karen Greenhoff, Terry Howells, Christine Hunter, Joan Little, Adam Moody.

Apologies: John Boardman, Michael Heslop, Jenny Ludman, Wendy Pattison.

Secretary: Richard Lewis

1. **Minutes of the last meeting.** The minutes of the last meeting were accepted.

2. **Matters arising from the last meeting.**

a. Updates on consultation with focus groups were as follows:

(i) TH/DA have begun consultations with landowners.

(ii) TH/AM have received housing application numbers from NCC. JB has provided housing assessment methodology, assessment is ongoing. KG has further advanced existing housing demographics data.

(iii) MH has begun consultations with businesses.

(iv) Seasonal downturn prevents comprehensive engagement with Tourists; AC/AM will progress this strand through the Tourist Information Board.

(v) MC will commence the environmental focus and will engage Vickie Fyffe to collaborate.

b. Wendy Pattison had provided the Sec with an update on 2 points from the last minutes:

(i) The proposal for a wall to be built along Whinstone View is a suggestion only at this stage – no commitment has been made to undertake this work.

(ii) £2k has been transferred from Wendy Pattison's Member's Allowance to the NCC Traffic Management Design Team to expedite the process to introduce a 20mph zone in Embleton.

c. TH had attended an initial meeting to discuss proposed housing on Station Road. A formal planning consultation will follow, and the Parish Council will be engaged throughout the process.

3. **Stage 1 Report.** JL's Stage 1 Report has been received. A vote of thanks to Jenny Ludman was passed by the committee in recognition of the volume and quality of work to compile an excellent report. Committee members will review the report in detail and provide any comment or feedback to RL by 10 December.

4. **Finance.** The following invoices have been received and forwarded via e-mail to the Treasurer:

a. £27.00 to Moody's for refreshments purchased for the public consultation.

- b. £30.00 to the Parish Room Committee for meeting room hire on 7 and 29 November.

5. **Any Other Business.**

- a. There are ongoing issues with access to the restricted area of the Neighbourhood Plan web page; RL will follow this up with the website manager through Mary Kibble.

- b. KG will take on Secretary duties with effect from the next meeting with website support from PB; due to work commitments RL has now stood down from the role.

6. **Date of Next Meeting.** The next meeting will be held on 13 December at 7pm in the Parish Room.