



# NEWPORT (Shropshire) TOWN COUNCIL

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LJ/2013/NDP

3<sup>rd</sup> December 2013

## **Summary of Notes and recommendations of meeting of the Neighbourhood Development Plan Steering Group held in The Guildhall, The High Street on Wednesday 27<sup>th</sup> November 2013**

Present:

Cllr Tim Nelson – Steering Group Chairman  
Cllr Phil Norton – Newport Town Council  
Cllr Peter Scott – Newport Town Council  
Cllr Nigel Borrett – Newport Town Council  
Cllr Terry Spooner – Newport Town Council  
Mr Mark Freeman – Chairman Newport Town Team  
Mrs Cath Edwards – Newport 21  
Mr Roy Scammell – Chairman Newport Regeneration Partnership  
Mr Patrick Beech – Chairman Newport Chamber of Commerce  
Mr David Adam – Deputy Chairman Newport Chamber of Commerce  
Mrs Janet Clarke – Newport & District Civic Society (in part)  
Mr Tim Pryce – Newport Tourist Information  
Mr Lee Jakeman - Town Clerk  
Mrs Sheila Atkinson - Deputy Town Clerk

### **Apologies:**

Mr Lawrie Boardman – Newport Town Plan Steering Group Chairman (work commitments)

Meeting started at 6pm.

## **INTRODUCTION**

1. Cllr Nelson welcomed attendees and gave an overview of the Neighbourhood Development Plan (**NDP**) process in general terms and what the Steering Group had done to date.
  - Steering Group originally comprised:
    - Cllrs Nelson, Spooner, Norton, Borrett; Telford & Wrekin Council planning department Officers, Rachel Walmsley and Clare Francis; Newport Town Council officers, Lee Jakeman and Sheila Atkinson.
  - Steering Group reports to Newport Town Council's Planning Committee.
  - All Newport Town Council Planning Committee members are now also co-opted members of the Steering Group.

- Neighbourhood Development Plans came into existence out of the Localism Act and with the introduction of the National Planning Policy Framework (NPPF).
- An NDP permits a parish council to make planning policy. Currently parish councils offer comment that can be accepted, noted, discounted or ignored.
- A NDP:
  - Requires a formally designated boundary, 'The Neighbourhood' – In this case the parish of Newport.
  - Needs to be consistent with the Local Plan (Telford & Wrekin Council's Plan – currently being produced through a process known as Shaping Places) and national policy. For example, if the local plan says 60 houses per year for ten years, the NDP cannot say only 10 houses per year.
  - Must consult those that live work or have an interest in 'The Neighbourhood'.
  - Is subject to an external examination to ensure that it is compliant.
  - Requires approval at a referendum of a majority of those that vote. In this case the residents of the 4 wards of Newport.
- Some external funding has been obtained to support the process and Telford & Wrekin Council are required to reasonably support the process – This can be through a wide range of activity, mapping, officer time, undertaking the referendum, providing information (e.g. land availability/ local plan policy/impact of national policy).
- The Town Council's draft budget for FY 14/15(not yet approved) seeks to provide significant additional investment (circa £15k), to allow specialist knowledge to be purchased.
- The Town (Parish) Plan process which is nearly completed is intended to provide significant elements of the initial consultation and identify probable themes.
- The NDP Steering Group is primarily designed to; facilitate the consultation process, ensure that competing demands are balanced, identify the key themes and then oversee the preparation of a final draft Neighbourhood Development Plan.
- There currently exists a Newport Town Centre Design Guide and a Water Lane Planning Statement.

## **DISCUSSION**

Cllr Nelson provided an overview of the previous steering Group Meeting (held on 4 November):

- A number of potential themes had been identified:
  - Formal identification of a list of green spaces to protect them for future generations.
  - House build quality
  - Balanced Housing stock

- Parking
  - Town identity and character
  - Trees
  - Sustainability
  - High Street Signage
- It was suggested that the creation of a number of specifically targeted policies would be simpler to articulate (be better defined and stand up to scrutiny) than try and address all the issues in the Local Plan.
  - Involvement of a number of community groups is likely to offer some expertise around the many specialist areas required to make relevant, desirable and beneficial planning policy
  - Attendees were asked if they felt that their organisations would be willing and able to contribute, what themes they felt could do with addressing and how they might best contribute *(summary below in very general terms without necessarily being agreed by membership of respective groups)*:

Organisation	Initial Comment
Town Team	Wish to be involved – can help with communication and engagement.
Newport 21	Wish to be involved – have interest and skills in sustainability, food production, carbon footprint data etc.
Chamber of Commerce	Wish to be involved – primary concerns around increasing employment (prefer manufacturing/ non retail).
Newport Regeneration Partnership	Wish to be involved – Interested in increasing employment within the Town.
Civic Society	Wish to be involved – planning and design professionals (current and /or recently retired) available to help.
Newport Tourist Information	Wish to be involved – High St presence can offer communication point/ publicity.

- It would be useful to capture the skills of groups or individual.
- Draft timetable distributed to attendees– ambitious.
- Parish map distributed to attendees.
- Examples of already successful NDPs distributed to attendees.
- Noted that the Regeneration Partnership had already offered some documented comment following a workshop in February – distributed to attendees.
- Themes are likely to overlap.
- Community groups can contact the Town Council (Mrs Atkinson or Mr Jakeman) outside of meetings.

## RECOMMENDATIONS

2. **Next Meeting.** Tuesday 21 January 2014 (6pm) at the Guildhall. (notes: invite TWC officers to provide an update on Shaping Places, obtain feedback from Town Plan)
3. **Skills Matrix.** Town Clerk to distribute a document to capture skills / resources of the members of the community organisations represented.

Meeting finished at 7pm.

Lee Jakeman  
Town Clerk