**Murton Parish Neighbourhood Plan Working Party**

**Report to the Murton Parish Council meeting**

**on February 9th 2022**

1. **A review of the status of the five documents as at February 1st 2022**
2. **The Neighbourhood Plan Submission document (123 pages) plus Appendices A-F (68 pages)**
3. This has been revised following the Consultation in April/May 2021. We were also asked by CYC to change the references to the latest edition (2019) edition of the National Planning Policy Framework (NPPF) and this was done by Alastair.
4. We have reread the 6 Appendices but the only major change was to revise the references to the NPPF
5. We are designing a slightly altered Front Cover
6. **The Consultation Statement (109 pages)**

We have now finished the first draft of the Consultation Statement. It describes how we consulted the Parish and key statutory bodies ***throughou***t the process of producing the Neighbourhood Plan. This includes

1. letters sent to all households and businesses written by the Chairmen of the Parish Council and the Neighbourhood Plan Working Party since the start
2. 5 questionnaires and their analyses
3. the Drop-in
4. reports produced monthly by the Working Party for the Parish Council
5. the dedicated Neighbourhood Plan website and the Parish Council website
6. a Newsletter up-date
7. The pre-submission consultation.

The Consultation Statement summarises all seven aspects of our consultations and data are given within its 25 Appendices.

David Jenkins and Alastair, separately, have made a detailed study of Appendix 25 which describes the 80 comments sent in and the changes made to the Neighbourhood Plan in consequence. This is in the form of a Table in which these comments are analysed and which shows what action was taken to meet these comments.

Alastair has proof-read the report.

This Table may be enlarged if we receive any comments from the Landowners (see 2 below).

1. **The Basic Conditions Statement (17 pages)**

We have now completed the Basic Conditions Statement which shows that we have met the National guidelines in the National Planning Policy Framework (2019 edition) and the emerging Coty of York Local Plan. It has been proof-read by Alastair.

1. **Strategic Environmental Assessment (SEA) (35 pages)**

The SEA is a systematic and comprehensive process for evaluating the environmental effects of a plan in order to ensure that environmental implications are taken into account before any decisions are made. We show with this screening report that our Plan is unlikely to have any significant effects in relation to any of the criteria set out in Schedule 1 of the SEA Regulations and therefore does not need to be subject to full SEA.

1. **Habitat Regulations Assessment (HRA) (50 pages)**

The aim of this Screening Report is to assess whether there are likely to be significant effects on the qualifying features of European Designated Sites as a result of the emerging policies set out in the pre-submission draft of our Neighbourhood Plan. It shows that a full screening report is unnecessary.

However, for the sake of completeness we need to show that our Neighbourhood Plan, in conjunction with one or more of the neighbouring areas (the emerging City of York, Harrogate and Selby), does not make a full HRA necessary. CYC officers are contacting Harrogate and Selby Councils on our behalf.

**An overall view of the documents: Planning ahead**

Each document needs some minor adjustments and changes but this is detailed work it will not lead to any substantial new work.

***We hope to have the documents ready to send to the relevant officers of the City of York Council within a few weeks.***

No doubt the officers will have some comments for us to consider. The documents are then sent to an independent Examiner. If the Inspector agrees, the Plan is submitted for a referendum in the Parish, organised by the City of York Council. Finally, if there is an agreement (a simple majority), it is sent to the City of York Council for final agreement.

1. **Consultation with landowners**

In our consultation in April/May 2021, we consulted every household and business in the Parish about the Neighbourhood Plan, together with about 50 organisations which have a stake in the Parish. This was organised by the Working Party and Alastair. The CYC officers were due to consult the landowners who do not live in the Parish. We checked recently if this had been done but it appears that the two officers who were most involved with our Plan had left, one permanently and one temporarily, and there is no record that this had been done. Thus the Working Party has assumed responsibility and has written to three leading landowners asking them for comments.

1. **Commitments made by the Parish Council**

In the draft of the Neighbourhood Plan, there are several examples of requests to the Parish Council for work to be undertaken in response to requests and suggestions made by members of the Parish which seem to the Working Party as eminently sensible and helpful and should be included in the Neighbourhood Plan. There are others which were suggested in the Consultation and which are not appropriate to include in the Plan itself because they are either too detailed or outside its parameters but nevertheless should be drawn to the attention of the Parish Council

They cover many areas, including:

**Facilities** including the Bay Horse

**Environment** including Trees, Green Open Spaces, Allotments, Public Rights of Way, Flooding

**Traffic** including Parking

**Planning** including Enforcement, Lighting, Signage

**ASB**

**The Parish Council has been asked to confirm that they agree with these commitments.**