DRAFT

**Murton Parish Neighbourhood Plan Working Party**

**Report to the Parish Council, May 10th 2020**

1. **Work with the City of York Council**

Alas, no progress has been possible so far during the lockdown. The Working Party is seeking help from the CYC officers with the Strategic Environmental Assessment (SEA) and to begin working with their map maker.

1. **Murton Parish Neighbourhood Plan- pre-submission stage**
2. **Proof reading**

Alastair has finished proof reading the latest draft. This draft is one without photos, figures and maps which will be checked at a later date when finished (see 1 above and 2(ii) below). One of the key features of this work was to check that all quotations are not only accurate but properly referenced. The quotations are key pieces of evidence, generally from 4 sources, the National Plan, the Local Plan, the Village Design Statement and the 2011 Census.

1. **Photos**

As reported last time, we have begun collecting photos needed to illustrate points in the text, writing to individuals and businesses to seek permissions.

1. **Website**

As agreed at our last meeting, we are producing a website separate from the Parish Council website, but with links both ways.

Andy has suggested that the domain name is **murtonneighbourhoodplan.org.uk** and it will be hosted on his computers. At present, the menu is

**1 The Planning Framework**

**2. The emerging City of York Local Plan and Murton**

**3. Neighbourhood Plan Working Group**

 (a) Reports

 (b) Membership

1. Terms of reference
2. **Murton Parish Neighbourhood Plan Questionnaires …..**
3. Questionnaires and analyses
4. Questionnaire 1A
5. Questionnaire 1B
6. Questionnaire 1C
7. Questionnaire 2A
8. Questionnaire 2B
9. Questionnaire analysis 1A
10. Questionnaire analysis 1B
11. Questionnaire analysis 1C
12. Questionnaire analysis 2A
13. Questionnaire analysis 2B
14. **Murton Parish Neighbourhood Plan Pre-submission**
15. **Murton Parish Neighbourhood Plan Submission**
16. **Habitat Research Assessment (HEA) Screening Report**
17. **Strategic Environmental Assessment (SEA) Screening Report**
18. **Engagement process**
19. **Consultation process**

10 will contain the pamphlet and form.

The template will be that used by gov.uk which is very attractive and easy to get around. See, for example [**https://design-system.service.gov.uk/styles/page-template/**](https://design-system.service.gov.uk/styles/page-template/)

Progress has been made with the content. We will start with putting up Items 1, 2, 3 and 4 and abridged forms of 9 and10. All these have been drafted.

1. **Consultation Statement**

A 'consultation statement' must contains details of who was consulted on the draft Neighbourhood Plan, how they were consulted, the main issues and concerns raised, and how these have been addressed.

We have written up an outline of what we have done so far in Section 5 of the Plan but this must be both amplified and extended as we make progress along the path to submission. One of our methods of consultation was through questionnaires to the residents to the different parts of the Parish to businesses. This is described above (3 (4)) and we have prepared analyses of the five questionnaires that we constructed.

1. **Appendices to the Neighbourhood Plan**

We need 6 appendices:
Appendix A Murton Parish Conservation Area

Appendix B A history of Murton Parish

Appendix C Murton Parish: Census Data

Appendix D Murton Parish: Hedgerows and Fields

Appendix E Murton Village Design Statement

Appendix F Murton Parish: Green Spaces

Appendices A and E are already in the public domain having been written about 15 years ago. Appendix B has been written for us by David Jenkins. We have written Appendices C and D and they have been proofread by Alastair. We are in the process of drafting Appendix F Green Spaces and we will be sending this to all members of the Parish Council for comment as soon as possible.