**Murton Neighbourhood Plan Working Party**

**Report to the Working Party of a meeting between Dave Chetwyn (Urban Vision) and David Waddington**

**April 11th 2016 in Liverpool**

1. We discussed the first outline draft of a Murton Neighbourhood Plan. Dave advised that the Plan will need to be submitted with two supporting statements. So the submission will include:
2. **The Neighbourhood P**lan itself: this should be short, devoid of jargon and written in such a way that it can be used easily by decision makers (e.g. councillors).
3. **Basic conditions statement**: This demonstrates that we have conformed to the basic conditions: regard to national policy and guidance; general conformity with strategic local policy; achieving sustainable development; not breaching EU obligations. The basic conditions will be the focus of the independent examination. Dave noted that he often writes this document for Plans but suggested that we could well do the first draft ourselves and then he could then comment on in detail. We agreed that this needed further thought. Dave will send us a template to work from.
4. **Consultation statement:** This can give details of all the consultations that we have carried out over the whole process, but the focus is on the Regulation 14 (pre-submission) consultation. Dave will send us a template to work from. Again this is very carefully scrutinised. The consultation statement and the basic conditions statement should be prepared at a later stage of the process, once there is a draft plan.
5. A map of neighbourhood area.
6. Dave felt that we had made good progress with the drafting of the Neighbourhood Plan and that the next step should be to separate out the detailed evidence into appendices. These appendices might form a supplementary document or be appendices to the Plan (1 (i) above).
7. We discussed in detail the next Neighbourhood Planning Grant proposal. Dave recommended that it ran from May 1st to November 30th and should allow us to
8. organise the Drop-in
9. arrange a meeting, if we so wish, with the businesses in which he will explain the advantages of the Neighbourhood Plan
10. Make progress with building evidence and the writing of all parts of the Plan

He will send us shortly his suggestions, in detail, for his participation in our work.