

Neighbourhood
Plan Meeting
Follow Up
Meetings
January 2026



Agenda

1. Purpose of Today's Meeting
2. Reminder – What is a Neighbourhood Plan?
Why are we considering one?
3. Progress since December's meeting
4. Discussion – possible focus areas
5. Your potential role in this



Purpose of Today's Meeting



- The Parish Council has formed a Working Group to lead the development of a Neighbourhood Plan (“NP”).
- The purpose of today’s meeting is to update people who have expressed an interest in helping – and begin planning next steps.
- **The project is the production of the NP - and hopefully its adoption by the community**
- We recognise that there are many short-term concerns about planning / development in the village (Church Farm Phase 2, Caddick etc.) but opposition to / commenting on these issues is **out of scope** for the NP team – we are not an action group!
- However, the data we prepare for the NP, even in draft, will be useful in any comments we may wish to make to short term planning challenges

Reminder :
Neighbourhood
Plans





Neighbourhood Planning in brief

- Large/small scale; single/multi-issue; planning/non-planning in scope (optional not compulsory)
- In planning terms - enables communities to:
 - choose where they want new homes, jobs, community facilities etc. to be located
 - decide how new buildings should look
- Protect, conserve and enhance heritage, greenspaces, nature
- Must 'fit' with Local Plan strategic policies and national policy.
- Prescribed process, including agreement of plan area & plan-making body; statutory consultation period; independent examination; community referendum

A typical NDP includes some or all of the following policy areas:

- Homes – location, design, site briefs, type
- Heritage conservation
- Greenspace protection
- Recreation and community facilities protection and enhancement
- Flooding
- Countryside management
- Public Rights of Way
- Traffic and Transport
- Economic development
- Design of the built environment

BASICALLY – ANYTHING THAT REQUIRES PLANNING PERMISSION!



Preparing your Neighbourhood Plan pt1



Plan Making

- it is essential that there is **wide & inclusive community engagement** from day one & throughout the process before you reach the final statutory consultation stage, eg on 'issues', on a '1st draft plan'
- you will need to build an '**evidence base**'
- you will need to write planning '**policies**'
- if you want to **allocate sites** in your plan, you will need to carry out '**site assessments**'
- It is essential to establish a **strong working relationship with LPA** (Local Planning Authority) – eg EU screening opinions
- you will need to have an overall '**project plan**' to guide your neighbourhood plan work

Statutory 6 week public consultation ('Regulation 14 Consultation')

- Publicise draft plan to people who live, work or carry out business in the area
- Minimum of six weeks to be given for comments
- Consult statutory bodies – ref prescribed list
- Strategic Environmental Assessment in place if required – ref EU obligations
- Amend plan as necessary following the consultation

Summary



- **A Neighbourhood Plan is a proven, effective way to take control of local development**
- Once a neighbourhood plan is passed and adopted it becomes part of the statutory development plan for that area and ***planning decisions must be made in accordance with it***
- The plan must be consistent with other frameworks, including the emerging NYCC Local Plan
- It requires a lot of work
- It requires the support of the whole community
- It requires a strong, committed team of volunteers
- It costs money – which we will need to raise – although some public funds may be available

Progress Since
December



Progress Since December



- PC has approved the project to produce a NP
- David Gluck has been appointed as our consultant – approval to spend up to £10k in total and £5k in 2026/7
- Total budget £15k over 3 years
 - £4.5k to come from a temporary increase in the precept in 2026/7
 - £5k to come from existing CIL money
 - Generous support with the donation of the residual funds from BMAG – thank you!
- Still some work to do on how we organise and report the PC for approval – don't need to worry about this today!
- PC has approved the **Project Plan, Terms of Reference & Statement of Community Involvement**



Agreed Terms of Reference (Summary!)

- The plan will seek to:
 - Identify all the important aspects of life in the parish for which plans for the future are needed, with particular regard to land use; and
 - Bring forward planning policies and community action proposals which will enhance the quality of life in the parish in the years to come.
- Production has been delegated from PC to a Working Group – which can have sub-teams {structure may change} *That's where you come in!*
- Plan Will:
 - Be community led, with support from NYCC Planning Team
 - Be driven by evidence & data – and influenced by community consultation
 - Identify future infrastructure needs
 - Be consistent with the NYCC Plan
- TOR contains details on the governance, openness and reporting processes

Project Plan

Stage 1 – Getting going		
ACTION	BY WHEN / UNDERTAKEN	BY WHO
1. Parish Council decision to undertake the NDP	DECEMBER 2025	BMPC
2. Public meeting to raise awareness and endorse the process	DECEMBER 2025	BMPC
3. Funding issues – agreement of budget and funding to cover all costs including retaining external support	AGREED DECEMBER 2025	BMPC
4. Letter to Local Planning Authority informing them of decision to proceed/requesting approval of the Neighbourhood Area.		BMPC
5. Consultation on proposed Neighbourhood Area		NYC
6. Volunteers recruited to Steering Group	Informal progress begins today	BMPC
7. Statement of Community Involvement drafted and agreed	JANUARY 2026	Consultant /BMPC
8. First meeting of Steering Group – agreement of Terms of Reference, membership, secretariat, chair, working groups		Steering Group / consultant
9. Stakeholders identified and informed		BMPC
10. Project Scope, Project Plan agreed		Steering Group / Consultant
11. Communications plan drafted and agreed – website. Social media, newsletters etc		Steering Group/Clerk
12. Public launch event – data collection from residents through surveys and ideas gathered against key themes. Planning for Real.		Steering group/ Consultant



Project Plan (2)

Stage 2 – Implementation		
1. Key issues defined; draft Vision and Objectives		Steering Group / Consultant
2. Sustainability appraisal of parish and scoping of data requirements.		Consultant
3. Working Groups established to gather data against key themes and site assessments		Steering Group
4. Household survey – housing needs, attitudes to growth, key requirements for a sustainable community		Steering Group / Consultant
5. Develop draft Plan – vision, objectives, options, issues, findings, evidence base, etc		Steering Group / Consultant
6. Draft pre submission Plan		Consultant
7. Parish Council agreement of draft pre submission Plan		BMPC
8. Screening from Local Planning Authority for Strategic Environmental Assessment / Habitats Regulation Assessment = required/not required.		NYC / Consultant
9. Design of Plan for consultation		Designer
10. Regulation 14 consultation – public meeting, household/business/stakeholder survey		Steering Group
ACTION	BY WHEN / UNDERTAKEN	BY WHO
11. Analysis of feedback from Reg 14		Consultant
12. Agreement of modifications to pre sub plan		Steering Group
12. Modifications to pre sub Plan		Consultant
13. Basic Conditions Statement written		Consultant
14. Consultation Statement written		Consultant
15. Approval of Submission draft by Parish Council		BMPC
15. Design/print final submission draft		Designer
16. Website populated with all relevant documentation		BMPC



Project Plan (3)



Stage 3 – approval		
1. Submission to Local Planning Authority		BMPC
2. Regulation 16 consultation		NYC
3. Appointment of Examiner		NYC/BMPC
4. Formal submission of draft Plan for Examination		NYC
5. Modifications and final Plan produced		NYC
6. Local referendum		NYC
7. Adoption		NYC
8. Publication and presentation to the community		BMPC

Possible Focus Areas & Your Involvement



A typical NDP includes some or all of the following policy areas:

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Local Focus Areas?

- Sewage
- Flooding
- Character
- Transport / Access



Brainstorm / Discussion:

- > What must / should we focus on?
- > What do we already have? (Previous Parish Plan, Conservation Area, BMAG work)





Your Role

- The detailed work will need to be done by volunteers – with use of paid support when appropriate
- If we have experts that's great, but the process should be open and inclusive – so don't be nervous about volunteering
- Please let us know if you have a particular area of expertise, interest or passion!

Next Steps



1. Please fill in the form – identifying your willingness to contribute, and how / where you would prefer to help
2. PC will take the feedback from the two meetings this week and agree:
 - The primary contents / focus areas of the NP
 - The governance / steering structure
3. We will be back in touch – likely in late March – with suggestions about team structures

THANK YOU!



**BISHOP
MONKTON
PARISH
COUNCIL**