

Time Line of Meetings

Date	Activity
September 2013	Members of Lazonby Parish Council meet to explore the feasibility of developing a Neighbourhood Plan.
October - November 2013	Members of Lazonby Parish Council attend Neighbourhood Plan training sessions.
4 December 2013 – 11 March 2014	Public meetings to gauge support for Neighbourhood Plan in Parish.
9 July 2014	Lazonby Parish Council applied to formally develop a Neighbourhood Plan.
November 2014	Public meeting for those interested in forming a Neighbourhood Plan Steering Group.
December 2014	Meetings to select Consultants from applications received.
29 January 2015	First meeting of Steering group – H and H Land and Property commissioned as Consultants. Discussion of characteristics of parish and vision for the plan and content of questionnaire to gain views of all residents in Lazonby Parish.
19 March 2015	Public meeting to explain results of questionnaire and allow parishioners to voice, elaborate and discuss the issues they felt were important.
26 March 2015	Appointment of Chair and secretary Discussion of public meeting and topics to be covered by plan.
30 April 2015	Feedback on topic areas covered by members of group Discussion of topics not covered so far. Decision not to engage consultants for Phase 2 but contact Locality for technical aspects of research.
28 May 2015	Discussion of consultation of local employees and businesses.
2 July 2015	Comments box to be placed in Co-op. Update on finances from Locality. Discussion of further topics to be included in plan.
30 July 2015	Discussion of draft documents produced as part of consultation for EDC forthcoming Local Plan and how our plan must be in conformity with final Eden Local Plan as well as existing Eden Core Strategy.
20 August 2015	Discussion of EDC consultation on Draft Local Plan and how identification of sites for development affects our plan Discussion of draft Neighbourhood Plan sent out to all by email, and gaps to be completed.

Date	Activity
1 October 2015	<p>Report on RTPI conference on Neighbourhood Planning that had been attended by two members of Steering Group</p> <p>Report back on EDC Planning meeting for Parish Councils that had been attended by two members of Steering Group.</p> <p>Discussion of in depth analysis of consultation responses to questionnaire.</p> <p>Additions made to topic areas in draft Neighbourhood Plan.</p>
29 October 2015	<p>John Boardman (EDC Planning policy Officer) attended to give advice.</p> <p>Feedback from meeting with planners at EDC and three members of Steering group.</p> <p>Timetable through to submission of draft Plan was agreed.</p> <p>List of proposed Housing Sites decided upon.</p>
3 November 2015	<p>Sub group amending and completing the Village Design Guide.</p>
12 November 2015	<p>Lorraine Smythe from ACT attended.</p> <p>Discussion of a summary of draft plan and newsletter to be circulated to all members of parish.</p>
10 December 2015	<p>Discussion of visuals and other paperwork needed for January's Public meeting.</p> <p>Final comments on Newsletter discussed before going to printers.</p>
7 January 2016	<p>Discussion of distribution of summary leaflet and format of consultation event.</p>
16 January 2016	<p>Public Drop-In morning with refreshments, visuals and all members of Steering group to answer questions and collect feedback.</p>
10 March 2016	<p>Feedback from Statutory Consultees and comments from Drop-In morning gathered for analysis</p> <p>Discussion of questions arising from Drop-In morning</p> <p>Discussion of what is still to be done before submission.</p>
14 April 2016	<p>Discussion of housing status (affordable/local occupancy etc) to be included in plan.</p> <p>Discussion of what to allow on old Egg Packing Site since lapsed (January 2016) planning permission has not been renewed by owners.</p> <p>Discussion of draft Consultation Statement and how issues raised throughout consultations has been addressed by Plan</p> <p>Return of unspent money from Phase 1 and submission of finance for Phase 2.</p>

Date	Activity
12 May 2016	<p>Timetable review.</p> <p>Discussion of best way to circulate completed Draft Plan.</p> <p>Discussion of completed Design Statement.</p> <p>Finances for Phase 2.</p>
1 September 2016	<p>Summary of Eden Local Plan amendments.</p> <p>Redrafting needed to comply with ELP.</p> <p>How to re-engage with residents.</p> <p>Future timetable.</p>
11 October 2016	<p>Draft Plan review – housing sites and maps to accompany.</p> <p>Submission documents to be amended.</p> <p>Organisation of Desk Top Review.</p> <p>Position Statement/Summary to go to all parishioners.</p> <p>Projected Timetable and associated finances.</p>
17 November 2016	<p>Final read-through of draft plan and amendments made in order to send to Consultants for Desk Top review.</p> <p>Organisation of Summary Leaflet distribution.</p> <p>Final Grant and Finances situation.</p> <p>Future timetable of events leading up to Referendum.</p>
19 January 2017	<p>Discussion of comments received from Health Check consultants.</p> <p>Agreement on amendments to be made to documents as suggested + request for Screening Opinion to EDC.</p> <p>Discussion of inclusion of Settlement Boundary and justification for discounted sites.</p> <p>Finalisation of Executive Summary to be distributed to all residents and submission documents to be uploaded to website.</p>
9 February 2017	<p>Discussion of arrangements for Consultation Event.</p> <p>Consideration of points to go into letter to EDC about an outline planning application for 50 homes off Scaur Lane – a site proposed in the draft Plan but with the inclusion of an amenity area.</p> <p>Progress of discounted sites database.</p> <p>Feedback for Health Check consultants.</p>
11 February 2017	<p>Public Consultation Event with refreshments, visuals and all members of Steering group to answer questions and collect feedback.</p>

Date	Activity
16 February 2017	<p>Meeting with Rachael Armstrong at EDC to review progress of draft plan so far.</p> <p>Discussion of how the new housing allocations requested by Inspector of the emerging Eden Local Plan might affect our Plan. Suggestion that Hesket Park could be designated a Rural Exception Site as it is outside the Key Hub although within the Parish.</p>
16 February 2017	<p>Feedback from Consultation Event and discussion of how to incorporate into Plan.</p> <p>Feedback from Meeting with EDC as to how the changes to the Eden Local Plan would affect NP.</p> <p>Finalisation of letter to send to EDC regarding Scaur Lane development.</p> <p>Completion of discounted sites database and Promoted sites database.</p>
16 March 2017	<p>Changes agreed to Plan after further comments from Consultation Event arrived by email to the specified NP email address.</p> <p>Agreed to include a Village Boundary.</p> <p>Maps and Plans amended ready to be sent for final copy. Design Guide approved</p> <p>All documents completed with exception of Basic Conditions Statement - awaiting EDC Screening Opinion.</p>
1 June 2017	<p>Analysis of where we are now</p> <p>Response from Historic England but still awaiting Screening response from Natural England and Environment Agency.</p> <p>Discussion of future timetable and grant funding required.</p>
29 June 2017	<p>Meeting with EDC planners to discuss their change of opinion regarding their reservations over allowing Hesket Park to be included in Plan as housing development site.</p> <p>Current view is that Hesket Park can be included as an individual stand-alone housing development for 25 dwelling with 30% affordable provided that it fits into the rural landscape.</p>
6 July 2017	<p>Screening Opinion received from EDC - SEA not required.</p> <p>Discussion of the process of pre-submission 6 week Consultation and list of Statutory Consultees.</p> <p>Agreement over letter to go to all Statutory Consultees and arrangement of Consultation Events.</p> <p>Provisional future timetable and grant funding to be applied for.</p>
26 July 2017	<p>Public drop-in evening for all residents and Consultees to make comments and ask questions about pre-submission documents.</p>

Date	Activity
12 August 2017	Public drop-in morning for all residents and Consultees to make comments and ask questions about pre-submission documents.
29 August 2017	<p>Meeting to consider responses received from Statutory Consultees.</p> <p>Consideration of Summary Referendum leaflet to go out to all households in Parish.</p> <p>Discussion of date to submit all final documents to EDC.</p>
12 October 2017	<p>Consideration of comments received from CCC Rights of Way officer regarding re-instatement of Public footpaths on Lazonby Fell, through LNP.</p> <p>Review of draft pre-Referendum leaflet and Summary document. Agreement to send all completed docs to LPC for approval at their next Parish Council meeting on Wednesday 1st November.</p>
13 November 2017	<p>Consideration of letter sent from Hesket Parish Council regarding reasons as to why Hesket Park site has been included in LNP. Written response drafted to be sent from LPC as they are the submitting body for LNP.</p> <p>Covering letter agreed to accompany all completed docs and Appendices, which will be put on to a USB pen and hand delivered to the Planning Department at EDC on 14 November as the formal Submission to start Regulation 16 Consultation.</p>
10 January 2018	<p>Meeting with officers from Cumbria County Council and Eden District Council as a result of the late submission from CCC of comments, as a result of the Statutory Consultation.</p> <p>After explanation by 2 representatives of LNP Steering group as to what a Neighbourhood Plan is, and how it works, CCC agreed to submit a revised response for consideration.</p>
18 January 2018	<p>Steering Group meeting to consider final consultation comments made by CCC and how they should be addressed.</p> <p>Agreement to amend docs in light of CCC comments and re-submit on USB pen to EDC for Regulation 16 Consultation to start asap.</p> <p>Decision to put a Summary review of NP process into PC newsletter due to current delay of Regulation 16 process.</p>
19 April 2018	<p>Steering group meeting to consider responses received from 'Missed Consultees'.</p> <p>Agreement to amend docs in light of comments.</p> <p>All documents to be re-submitted to EDC for Regulation 16 Consultation to start asap.</p> <p>Decision to delay printing of pre-referendum flyer, summary leaflet and next grant submission until date of referendum announced.</p>