

**Tuesday 7 May 2019 at 11:00 in Pater Hall, Dimond Street, Pembroke Dock, SA72 6DD**

- **Nicola Gulley (NG)** (Inspector) led the Pre-Hearing Meeting (PHM)
- **Martina Dunne (MD)** provided responses on behalf of Pembrokeshire Coast National Park Authority ('the Authority')

### **1. Opening & Introduction**

NG opened the Pre-Hearing Meeting (PHM) at 11.00 and introduced herself as the Inspector. NG confirmed that no members of the press were present.

It was confirmed that simultaneous translation facilities were available should anyone wish to speak in Welsh.

The Authority explained the fire alarm procedure.

NG confirmed the presence of a Planning Officer from the Planning Inspectorate to take a note of the meeting, and another colleague who was present to observe. NG asked if all those present could sign the attendance list.

### **2. Purpose of Pre-Hearing Meeting (PHM)**

NG clarified that the purpose of the PHM is to explain and discuss procedural and administrative matters relating to the management of the Examination, but not the content and merits of the Plan and the representations made on it. Guidance notes relating to the Examination are available on the website and have also been sent to those who made representations on the deposit version of the Plan.

NG confirmed that the note of the PHM would be made available on the website and Examination library.

### **3. Role of the Programme Officer**

NG introduced the Programme Officer (PO), Caroline Llewellyn (CL) and explained her role and responsibilities. Any matters which the Authority or participants wish to raise with the Inspector should be addressed to the PO.

### **4. Role of the Inspector**

NG explained the role of the Inspector is to consider whether the Plan has been prepared in accordance with the relevant procedural requirements and is sound, and to recommend any changes to the Plan necessary to make it sound. Representations made by all parties are considered, but only insofar as they relate to the three soundness tests set out in the [Local Development Plan Manual](#) (2015).

The Examination in the Plan started in February 2019 when it was submitted to the Welsh Ministers and ends when the Inspectors Report is submitted to the Authority.

## **5. Procedural Questions for the Authority**

NG asked the Authority a series of procedural questions. MD confirmed that in the Authority's view the Plan:

- Has been prepared in accordance with the statutory procedures under Section 64(5)(a) of the 2004 Act and associated regulations,
- Is compliant with the Authority's National Park Management Plan and the Well-being and Future Generations Act 2015
- Is supported by a Sustainability Appraisal and Habitats Regulations Assessment,
- Complies with national and regional policies
- Has regard to the Wales Spatial Plan
- Is supported by a Self-Assessment of Soundness

NG noted that procedural matters will be discussed in more detail at the first hearing session.

## **6. Representations made on the LDP**

NG confirmed that 265 representations were received on the deposit LDP from 105 organisations and individuals. 26 representations were also received on focused changes made to the LDP from 15 organisations and individuals. Representations will be dealt with in writing unless individuals have indicated that they wish to be heard or they have been invited.

MD confirmed that the version of the Plan which is to be examined is the deposit version, which the Authority considers to be sound.

Any changes which the Authority wishes to make to the Plan during the Examination (called 'Matters Arising Changes' (MACs)) will be discussed at the hearing sessions. A schedule of MACs will be kept updated on the Examination website.

## **7. Method of Considering Representations**

Representations are given the same weight regardless of whether they are made at a hearing session or in writing. Only those parties seeking specific changes to the Plan are entitled to participate at the hearing sessions. If anyone who has requested to be heard has not been included on the hearing programme, they should contact the Programme Officer. Similarly, if anyone thinks that they have been assigned to too many, too few or the wrong sessions then they should contact the Programme Officer.

## **8. Procedure at Hearing Sessions of the Examination**

Details about how the hearing sessions are to be run is set out in the [Guidance Notes](#). The Authority confirmed that it does not intend to be legally represented. NG confirmed that those attending can bring advocates should they wish, but there will no cross examination and no need for legal representation.

The sessions will take the form of informal discussions led by the Inspector, based on questions set out in an agenda provided beforehand. NG noted that the hearing sessions would be short but focused and that the sessions would be progressed efficiently.

The Authority confirmed that they had delegated authority to make any necessary changes to the Plan for the during of the Examination.

## **9. Examination Hearings Programme**

NG noted that the draft [hearing session timetable](#) has been published on the Examination website. The Inspector intends to adhere to the programme, although late changes may be unavoidable. The PO will inform hearing participants of any late changes, but it is the responsibility of the participants to keep up-to-date with arrangements.

Participants for each hearing sessions have been grouped according to the issues being considered. NG confirmed that agendas will be available at least one week before the relevant sessions. If there are any other matters, issue or questions which any of the participants consider ought to be included on any of the agendas, the PO should be contacted.

NG clarified that the hearing sessions would be open for the public to observe.

## **10. Preparation and Submission of Further Material**

Written statements must only be submitted by participants, or if requested by the Inspector, and should address only those matters identified in the hearing agendas. These should be short statements addressing some or all of the matters, issues and questions identified in the draft agendas. If participants intend to rely on original representations made on the deposit Plan, no further written statement needs to be submitted. Please let the PO know if this is the case.

NG clarified that there would be no need for the Authority to duplicate information previously submitted to the Examination, and it would be sufficient to refer to the document title, page and paragraph number.

Further detail on the content and deadline for submissions is set out in the Guidance Notes. Late submissions are unlikely to be accepted on the day.

## **11. Availability of Information**

The PO will maintain the Examination Library which is available online, and hard copies can be viewed by appointment via the PO. Any documents referred to in written statements must be included in the Examination Library. If the are missing, please inform the PO.

## **12. Site Visit Arrangements**

The Inspector will conduct a tour of the area, including site visits to places referred to in the representations, on an unaccompanied basis. If there are particular reasons for an accompanied visit, participants should discuss this with the PO.

## **13. Close of the Examination**

The Examination will remain open until the Inspectors report is submitted to the Authority. Further representations or evidence will not be accepted after the hearing sessions have finished, unless they have been specifically requested. Any late or unsolicited material is likely to be returned.

## **14. Submission of the Inspectors Report**

After the Examination has closed, the Inspector will submit the report with binding recommendations to the Authority. The date of submission is not known at this stage but the likely

date will be confirmed at the end of the hearing sessions. Recommendations will be binding and the Authority will have no option other than to adopt them

### **15. Question and Answer Session**

NG asked attendees to raise any questions regarding the administration of the Examination.

Harry Gardiner (Tenby Civic Society) – I have a place at one of the hearing sessions, what is the process for submitting a question?

NG – The guidance notes outline the process for submission of additional material, anything in writing must be submitted two weeks before the hearing session.

John Pattenden (Saundersfoot) – Will there be a record of this meeting?

NG – Yes, a note of the PHM will be made available in the examination library and on the website.

Mary Sinclair (CPRW) – My garden has been removed from the village envelope, but I don't want to build on it.

NG – I'm not able to discuss this here today, this can be discussed further at the relevant hearing session. Are you attending the hearing sessions?

MS – Yes.

No further questions were forthcoming.

### **Close of Meeting**

NG thanked everyone for attending and closed the meeting at 11:25am.