

# BINGLEY TOWN COUNCIL



Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

## MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD ON ZOOM ON MONDAY 15<sup>TH</sup> MARCH 2021

Start: 6:30pm  
Finish: 7:50 pm

<b>Councillors present:</b>	Owen, Taylor, Truelove and Williams
<b>Councillors in attendance not a member of this working group:</b>	Clough (part of the meeting)
<b>In attendance:</b>	Laura Jowett (Administrative Officer),
<b>Non Councillor members of the working group</b>	Mrs Dawson (part of the meeting), Mr Dekker, Ms Gibbons, Mr Kirdale, Mr Quarrie, Mr Urwin and Reverend Weaver (part of the meeting)
<b>Members of the public:</b>	None

### 2021/62 Apologies for Absence

- a) To note apologies for absence
- b) To receive and consider apologies for absence
- c) To approve reasons for absence

None

### 2021/63 Disclosures of interest

- a) To receive declarations of interest from councillors on items on the agenda.
- b) To receive written requests for dispensations for disclosable pecuniary interest
- c) To grant any requests for dispensation as appropriate.

None received.

### 2021/64 Minutes

To approve the minutes of the meeting held on Tuesday 26<sup>th</sup> January 2020

**Resolved** to confirm as a correct record the minutes of the meeting held on 26<sup>th</sup> January 2021.

### 2021/65 Public Participation

Members of the public are reminded that this is their opportunity to speak to the meeting on any topic relevant to the work of the council. However, they may not speak during the rest of the meeting unless specifically invited to do so by the Chairman

None

### 2021/66 AECOM documents

- a) To receive the Masterplan
  - b) To receive the Design Code
  - c) To consider recommending the AECOM documents to the Full Council for approval.
- a) The Masterplan was received
  - b) The Design Code was received
  - c) **Resolved** to make a recommendation to Full Council that the Masterplan and Design Code be

approved.

The group expressed thanks to John Dekker for his work on these documents.

#### **2021/67 Introductory Chapter and Vision Statement**

- a) To receive and consider the suggested amendment to the Vision Statement**
- b) To receive and consider the amended Introductory Chapter which include objectives**
- c) To consider making a recommend to the Full Council**
- a) The amended Vision Statement was received
- b) The amended Introductory Chapter was received
- c) **Resolved** to make a recommendation to Full Council that the Introductory Chapter be approved be approved.

#### **2021/68 Town Centre, Planning and Regeneration Chapter**

- a) To receive and consider a proposed amendment to the Town Centre, Planning and Regeneration Chapter**
- b) To consider making a recommend to the Full Council**
- a) The amended Town Centre, Planning and Regeneration Chapter was received
- b) **Resolved** to make a recommendation to Full Council that the Town Centre, Planning and Regeneration Chapter be approved be approved.

The chair expressed thanks to all members of the group for their commitment and contributions to the draft plan.

#### **2021/69 Updates**

- a) To receive an update on funding**
- b) To receive an update on the recommendations of the staffing review**
- c) To receive an update on the Strategic Environmental Assessment**
- d) To receive an update on the Bradford Local Plan**
- a) A new round of funding will open on the 1<sup>st</sup> April 2021. Councillor Williams will draft an application which will focus on consultation costs.
- b) Councillor Owen advised that the current administrative officer is leaving at the end of March and it is likely a locum will be appointed to provide administrative support to the Neighbourhood Plan.
- c) BMDC have not yet made a decision about the need for an SEA. Councillor Williams will draft a statement and send it to Bradford Council.
- d) Bingley Town council's response to the Bradford Local Plan Consultation had been circulated. Councillor Owen encouraged members of the working group to submit their own responses to the consultation as individuals.

Ros Dawson arrived at 18.53

#### **2021/70 Consultation**

- a) To receive quotes for the design of the plan**
- b) To receive an update on the stakeholder list**
- c) To consider a communications plan**
- d) To consider any other items which may be required for the consultation**
- e) To consider making a recommendation to the Full Council**
- a) Updated quotes were received. The Neighbourhood Plan Working Group noted that the Council has worked with Aldred Design previously.

- b) The updated list was received. The chair thanked Philippa Gibbons for her work on the list.
- c) Ros Dawson shared a communications plan with the group which was considered. The plan will be sent to all members of the working group.

Councillor Clough and Reverend Weaver let the meeting at 19.20.

- d) **Resolved** that
  - Andrew Towlerton Associates be asked to attend the next meeting to provide clarification regarding the Regulation 14 consultation process
  - Councillor Truelove will approach other local councils with Neighbourhood Plans for their experiences of Regulation 14 consultation and SEAs
  - Councillor Williams will draft a grant application to Locality
  - Councillor Owen and Ros Dawson will draw up a specification which can be used to request quotes from companies who can conduct a consultation.
  - Members of the NPWG will consider what contribution they can commit to during the consultation process
- e) No recommendation to be made at this stage.

### **2021/71 Next Meeting of the Neighbourhood Plan Working Group**

#### **To consider dates for future meetings.**

The next meeting of the Neighbourhood Plan Working Group will be held on Wednesday 19<sup>th</sup> May 2021, arrangements to be confirmed.