

**MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT ST WILFRID'S  
CHURCH HALL, GILSTEAD ON TUESDAY 17<sup>TH</sup> APRIL 2018**

**Start: 6:30pm  
Finish: 8:35pm**

<b>Councillors present:</b>	Clough, Hardman, Quarrie and M Wheatley
<b>Councillors in attendance not a member of this working group:</b>	Owen
<b>In attendance:</b>	Andrew Towlerton, Neighbourhood Plan Consultant
<b>Non Councillor members of the working group</b>	Mr Burrill, Mr Dekker, Ms Gibbons (from 6.44pm), Mr Lakin, Mr Meggitt, Mr Tempest and Mr Urwin.
<b>Members of the public:</b>	None

Councillor Hardman had volunteered to chair the meeting in the absence of the chair and vice-chair.

**1718/22 Apologies for Absence**

- 1. To note apologies for absence**
- 2. To receive and consider apologies for absence**
- 3. To approve reasons for absence**

Councillor Dawson's, Councillor Simpson's, Mr D Pearson's, Reverend M Weaver and Mr S William's reasons for absence were noted. Resolved to approve the reasons for absence for Councillor Dawson, Councillor Simpson, Mr D Pearson, Reverend M Weaver and Mr S Williams. Proposed Councillor Clough, seconded Councillor M Wheatley and agreed. All were in favour. Councillor Beckwith was not present.

**1718/23 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.

**1718/24 Minutes**

**To approve the minutes of the meeting held on Tuesday 6th March 2018**

One amendment was identified for the minutes: 1718/15 c contains a typing error and should state 'who' and not 'wo'.

**Resolved**, subject to the above amendment, to confirm as a correct record the minutes of the meeting held on 6<sup>th</sup> March 2018. Proposed Mr Dekker, seconded Councillor Hardman and agreed. Six were in favour and there were four abstentions from the vote due to members not having been present at the previous meeting.

**1718/25 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.**

There were no members of the public present who were not members of the Working Group.

### 1718/26 Maps

- a) **To receive an update on the application to Parish Online for access to maps**
  - b) **To receive an update on the development of a layered map of Bingley**
  - c) **To consider any next steps and recommendations**
- a) An update was received from Andrew Towler Associates. There are some specific issues relating to maps of Bingley due to the Town Council not being in existence at the time of the last census in 2011. Parish Online are not able to offer a month's free trial because of the work required to produce these maps but have suggested that if Bingley Town Council were to subscribe for a year that they would increase this to 13 months so Bingley Town Council would still receive 1 free month of access to their services. The planning committee have not met since the Neighbourhood Plan working group meeting in March so have not yet agreed the application to Parish online.
- b) The update received above explained why this had not yet started.
- c) **Resolved** to recommend that the Full Council agree that Bingley Town Council subscribe to Parish Online in order to access the maps needed for the development of the Neighbourhood Plan and that they agree to allocate £650 to subscribe to Parish Online. Proposed Councillor Hardman, seconded Councillor M Wheatley and agreed, all were in favour.

Ms Gibbons arrived at 6.44pm

### 1718/27 Heritage and Green Spaces

- a) **To receive further findings from members of each geographical area on heritage and green spaces in those areas.**
  - b) **To consider next steps and recommendations**
- a) Updates were received from members and Andrew Towler Associates explained that it would be useful if members could email them with lists of green spaces and important buildings not currently listed within the parish.
- b) **Resolved** that members email Andrew Towler Associates with the information requested. Proposed Councillor Hardman, seconded Councillor M Wheatley and agreed. All were in favour.

### 1718/28 Housing

- a) **To receive up to date housing completions and commitments data from Bradford Council, if available**
  - b) **To identify potential brownfield sites**
  - c) **To consider next steps and recommendations**
- a) Housing completion and commitment data will identify current numbers of housing still required to be built. Bradford Council have confirmed that this information will not be available until after the local elections on the 3<sup>rd</sup> May 2018.  
A discussion was held about the types of housing which may be required in Bingley and incorporating this into the Neighbourhood Plan. It was identified that Bingley may require more 2 and 3 bedroom houses but that further information and consultation was required.

Councillor Owen left the meeting at 7.30pm

- b) Andrew Towler Associates explained that a brownfield site is one which has previously been developed.
- c) **Resolved** to recommend that the planning committee ask Andrew Towler Associates to approach local estate agents and letting agents to help to identify current housing needs in the area. Proposed Councillor Hardman, seconded Mr Dekker, and agreed. All were in favour.  
**Resolved** that members of the working group try to identify brownfield sites within the parish.

Proposed Councillor Hardman, seconded Councillor M Wheatley and agreed. All were in favour.

**1718/29 Updates**

- a) **To receive an update on the proposed development of the Bingley Auction Mart site.**
- b) **To consider next steps and recommendations**

Mr Meggitt provided an update from the pre planning consultation event for information only.

**1718/30 Topics for next meeting**

- a) **To consider which key area to focus on at the next meeting**
- b) **To consider next steps and recommendations**

The next meeting will focus on updated housing figures, employment, green belt and will include an updated project plan.

**1718/31 Next Meeting of the Neighbourhood Plan Working Group**

The next meeting of the Neighbourhood Plan Working Group will be held on **Tuesday 5<sup>th</sup> June 2018 at 6.30pm at Cardigan House, Ferncliffe Road, Bingley.**

The following meeting will be held on Monday 23<sup>rd</sup> July, venue to be confirmed