

**MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT COTTINGLEY  
CORNERSTONE CENTRE, LITTLELANDS, COTTINGLEY, BINGLEY ON MONDAY 23<sup>RD</sup> JULY 2018**

**Start: 6:30pm  
Finish: 8:25pm**

<b>Councillors present:</b>	Beckwith, Dawson, Hardman, Owen and M Wheatley
<b>Councillors in attendance not a member of this working group:</b>	None
<b>In attendance:</b>	Andrew Towlerton and Kate Peel (part of the meeting), Neighbourhood Plan Consultants
<b>Non Councillor members of the working group</b>	Mr Dekker, Mr Pearson, Mr Urwin, Rev Weaver (part of the meeting) and Mr Williams.
<b>Members of the public:</b>	None

**1819/11 Apologies for Absence**

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

Ms Gibbon's, Mr Meggitt's and Reverend Weaver's reasons for absence were noted.

**Resolved** to approve the reasons for Ms Gibbon's absence. Proposed Councillor Hardman, seconded Mr Williams and agreed, all were in favour.

**Resolved** to approve the reasons for Mr Meggitt's absence. Proposed Councillor Hardman, seconded Mr Williams and agreed, all were in favour.

**Resolved** to approve the reasons for Reverend Weaver's absence. Proposed Councillor Hardman, seconded Councillor Dawson and agreed, all were in favour.

Councillor Quarrie was not present.

**1819/12 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.

**1819/13 Minutes**

**To approve the minutes of the meeting held on Tuesday 19th June 2018**

The minutes of the previous meeting require one amendment to reflect that Reverend M Weaver's apologies had been given but were not recorded at the meeting.

Subject to this amendment **Resolved** to confirm as a correct record the minutes of the meeting held on 19<sup>th</sup> June 2018. Proposed Mr Dekker, seconded Councillor Beckwith and agreed. Seven were in favour and there were two abstentions from the vote due to members not having been present at the previous meeting.

Councillor Owen arrived at 6.34 pm

**1819/14 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.**

No members of the public were present who were not members of the working group.

#### **1819/15 Community Consultation**

**a) To receive an update on possible venues for a community consultation**

**b) To consider any next steps and recommendations**

An update was received. Bingley Methodist Church is available on the 15<sup>th</sup> and 16<sup>th</sup> March 2019 or the 22<sup>nd</sup> and 23<sup>rd</sup> March 2019.

**Resolved** to hold the main consultation at Bingley Methodist Church on Friday 22<sup>nd</sup> and Saturday 23<sup>rd</sup> March 2019 and to arrange roadshows in the following two weeks at various times and locations, to include Cottingley, Crossflatts and Eldwick/Gilstead. Proposed Councillor M Wheatley, seconded Councillor Owen and agreed, all were in favour.

#### **1819/16 Maps**

**a) To receive an update on the application to Parish Online for access to maps**

**b) To receive maps of potential land allocations from Andrew Towlerton; brownfield sites, greenbelt land, land suitable for allocation for housing and employment**

**c) To consider any next steps and recommendations**

a) A subscription to Parish Online has been purchased

Reverend Weaver arrived at 7.05pm

b) A comparison of current maps showing land allocation and earlier maps from 2015/16 show that some allocations have changed, and land previously identified as being unsuitable for housing is now allocated for housing.

c) **Resolved** to write to Bradford Council's planning department to invite a planning officer to attend a future Neighbourhood Plan Working Group meeting and explain Bradford's Strategic Housing Land Availability Assessment, how sites have been prioritised and the evolution of their plan and to request a response to comments submitted by Bingley Town Council in 2016. **Resolved** to inform local village associations of the meeting and send copies of maps. Proposed Councillor Owen, seconded Councillor M Wheatley and agreed, all were in favour.

Kate Peel arrived at 7.12pm

#### **1819/17 Heritage and Green Spaces**

**a) To receive an update on the revised draft chapter on built heritage and design, including all conservation areas**

**b) To receive an update on the list of buildings and structures of local heritage interest**

**c) To receive the draft chapter on Green Spaces/ Natural Environment**

**d) To consider next steps and recommendations**

a) An update was received, the draft chapter on built heritage and design will be revised to ensure it includes all conservation areas within the parish.

b) The updated lists were received, members will feed back comments to Councillor Hardman, Ms Gibbons and Mr Williams. **Resolved** to ask Bradford Council for a map of all conservation areas within the parish and to recommend the Planning Committee ask Andrew Towlerton Associates to draft a policy statement on protected sites and Special Character Areas. Proposed Reverend Weaver, seconded Councillor M Wheatley and agreed, all were in favour.

c) The draft chapter was received and thanks were noted. Andrew Towlerton Associates requested that members email details of important views and vistas which may require protection. **Resolved** that Councillor Owen will investigate local groups with knowledge of the natural environment and species

specific to Bingley. Comments on the chapter and information about important views and vistas can be sent to Andrew Towler Associates. **Resolved** that Mr Urwin and Councillor Quarrie would review the Green Spaces and Natural Environment lists and bring back to the next meeting. Proposed Councillor Hardman, seconded Mr Williams and agreed, all were in favour.

#### **1819/18 Housing**

**a) To consider the implications of the CBMDC decision to consider the possibility of revisiting housing numbers as part of the Bradford Local Plan.**

**b) To consider methods of researching housing requirement needs.**

**c) To receive an update from the planning committee**

**d) To consider future housing policies**

**e) To consider next steps and recommendations**

a) Bradford Council are revisiting their housing requirements and there is the potential for reduction in the number of new houses required. **Resolved** to ask the planning officer about the implications of this review on the Strategic Housing Land Availability Assessment, housing allocations and windfall sites and asking them to explain the numbers required if possible. Proposed Councillor M Wheatley, seconded Mr Dekker, and agreed, all were in favour.

b) Methods and previous discussions were considered, along with the possibility of undertaking a consultation on housing requirement needs.

c) An update was received from the Planning Committee

d) **Resolved** that Andrew Towler Associates draft housing policies on allocating sites as 'exception sites' and determining the mix of housing types within developments. Proposed Mr Dekker, seconded Councillor M Wheatley and agreed, all were in favour.

#### **1819/19 Funding**

**a) To consider any future bids to Locality for financial and technical support**

**b) To consider next steps and recommendations**

Andrew Towler Associates advised the Town Council may wish to consider applying to AECOM for up to £6000 additional funding and support in kind. Various support may be available but the preferred choice was to concentrate on town centre related topics, such as signage, shopfronts, World Heritage status for the canal, amenities and traffic reduction. **Resolved** to apply for the next round of funding from AECOM, proposed Councillor Owen, seconded Mr Dekker and agreed, all were in favour.

#### **1819/20 Topics for next meeting**

**a) To consider which key area to focus on at the next meeting**

**b) To consider next steps and recommendations**

**Resolved** that the next meeting should focus on the invited planning officer from Bradford Council, feedback on the heritage chapter, an update on green spaces, including views and vistas, funding and the layered map showing conservation areas, listed buildings, heritage assets and green spaces.

#### **1819/21 Next Meeting of the Neighbourhood Plan Working Group**

The next meetings of the Neighbourhood Plan Working Group will be held on Tuesday 18<sup>th</sup> September and Monday 15<sup>th</sup> October 2018.

