

BINGLEY TOWN COUNCIL



Cottingley Community Centre, Littlelands, Cottingley, Bingley, BD16 1AL

MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT CHURCH HOUSE, OLD MAIN STREET, BINGLEY ON MONDAY 15TH OCTOBER 2018

Start: 6:30pm

Finish: 8:55pm

Councillors present:	Dawson, Hardman, Owen, Quarrie and M Wheatley
Councillors in attendance not a member of this working group:	Goode (part of the meeting)
In attendance:	Andrew Marshall (Planning and Transport Strategy Manager from Bradford Metropolitan District Council), Andrew Towleron (Neighbourhood Plan Consultant) and Kate Peel (Neighbourhood Plan Consultant)
Non Councillor members of the working group	Mr Dekker, Mr Lakin (part of the meeting), Mr Urwin, Rev Weaver, Mr Williams
Members of the public:	Nine (part of the meeting)

1819/35 Apologies for Absence

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

Mr Meggitt and Mr Pearson had given their apologies. The reasons for absence were noted.

Resolved to approve the reasons for absence for Mr Meggitt. Proposed Councillor Quarrie, seconded Councillor M Wheatley and agreed, all were in favour.

Resolved to approve the reasons for absence for Mr Pearson. Proposed Councillor Hardman, seconded Councillor M Wheatley and agreed, all were in favour.

Mr Lakin gave apologies that he would have to leave the meeting at 7.30pm.

Councillor Beckwith and Ms Gibbon were not present.

1819/36 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.

1819/37 Minutes

To approve the minutes of the meeting held on Tuesday 18th September 2018

Resolved to confirm as a correct record the minutes of the meeting held on 18th September 2018.

Proposed Rev Weaver, seconded Councillor M Wheatley and agreed. Five were in favour and there were five abstentions from the vote.

1819/38 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.

Eight members of the public were present at this point, who were not members of the working group. The members of the working group introduced themselves and the chair advised that the public could participate in the next item in order that they could ask questions of the Planning and Transport Strategy Manager.

1819/39 Housing

- a) To receive a presentation from invited guest Andrew Marshall, Planning and Transport Strategy Manager, from Bradford Council**
- b) To consider infrastructure to support housing requirements**
- c) To receive the draft Housing Chapter**
- d) To consider any next steps and recommendations**

Andrew Marshall gave an update on the current planning situation including the new National Planning Framework and a national formula for calculating housing need which is expected by the end of 2018. He explained the situation in the Bradford District, the Core Strategy is being revisited, in relation to scale and distribution, in line with the fall in the growth rates for housing needs nationally. Also that by next summer Bradford hoped to have specific site allocations available. Bradford Council are recruiting to the planning department and will review the housing need for the area, will develop an issues and options document and carry out extensive consultation.

One member of the public arrived at 6.50pm.

The chair reviewed the agenda so Andrew Marshall could answer questions about infrastructure.

- a) Andrew Marshall advised that Bradford Metropolitan District Council are in the process of updating their Local Infrastructure Plan.

Mr Lakin left the meeting at 7.30pm

- b) The draft chapter had been circulated prior to the meeting and was received.
- c) **Resolved** that Andrew Towler Associates revise the draft housing chapter to;
 - Include the most up to date figures for houses already built and numbers still required
 - Include a statement about including windfall sites within totals
 - Include a statement about considering ecology and landscaping in developments
 - Clarify the policy on affordable housing to reflect the Neighbourhood Plan Working Group's commitment to social rented housing within the parish
 - Refer to the statement in the Natural Environment chapter about protecting and preserving Green Belt land
 - Include a list of sites which, as a result of earlier community consultation, the community identified as possibly being acceptable for development and those which the community felt were not acceptable.

Proposed Councillor Hardman, seconded Councillor Owen and agreed, all were in favour.

Councillor Goode and seven members of the public left the meeting at 8.09pm

Mr Williams left the room at 8.09pm and returned at 8.11pm

Mr Urwin left the room at 8.10pm and returned at 8.12pm

Andrew Marshall left the meeting at 8.12pm

Councillor Owen left the room at 8.12 pm

1819/40 Maps

- a) **To receive an update on actions agreed at previous meeting**
 - 1) Special Character buildings plotted on large map.**
 - 2) All listed buildings plotted on a large map**
 - 3) Green spaces plotted on a map**

- 4) Andrew Towlerton Associates to provide a map identifying all Brownfield sites
- 5) Andrew Towlerton Associates will obtain maps of the conservation areas within the parish from Bradford Council
- 6) Andrew Towlerton Associates to provide a map incorporating the information Bingley Town Council provided in 2016 in response to a consultation about the SHLAA, this will include those sites identified by Bingley Town Council as suitable for development and will identify which sites are located in the green belt and which sites aren't.

b) To consider any next steps and recommendations

a) Updates were provided

- 1) Special Character buildings have been plotted on a large map and this has been passed to Andrew Towlerton Associates

Councillor Owen returned to the meeting at 8.15pm

- 2) Listed buildings have been plotted on maps
- 3) Green spaces have not yet been plotted
- 4) Brownfield sites are available on a map, a link was provided
- 5) Maps of conservation areas have been provided
- 6) Not yet completed

- b) **Resolved** that the Administrative Officer write to Bradford Council to request shape files for the four Conservation Areas, sites in the parish which are on the Brownfield Register and 2016 SHLAA sites, when these are received to send them to Parish Online. Once the shape files are available on Parish Online Andrew Towlerton Associates to develop layered map showing all 6 of the items listed in 1819/40 a). Proposed Councillor M Wheatley, seconded Mr Williams, and agreed. All were in favour.

One member of the public left the meeting at 8.26pm

Resolved that Andrew Towlerton Associates will provide Mr Williams with a template to record heritage assets in an appropriate format. Proposed Mr Williams, seconded Councillor Quarrie and agreed, all were in favour.

1819/41 Employment

- a) **To receive the draft employment chapter**
- b) **To consider geographical areas suitable for increasing employment**
- c) **To consider next steps and recommendations**

The draft chapter had been circulated prior to the meeting and was received and amendments identified.

Resolved that Andrew Towlerton Associates revise the draft housing chapter to include;

- Increasing employment opportunities at suitable employment sites
- Supporting working from home
- Supporting improved digital infrastructure/ connectivity
- Supporting development of more employment opportunities
- Encouraging developers to provide good quality employment opportunities including offices and starter units
- Encouraging employment use of vacant town centre sites (eg space above shops)

Proposed Mr Dekker, seconded Councillor Mike Wheatley and agreed, all were in favour.

One Member of the public left the meeting at 8.40pm

1819/42 Updates

- a) **To receive an update on funding**
- b) **To receive an updated project plan**
- c) **To consider next steps and recommendations**

- a) A telephone interview will take place with Aecom this week, they will decide whether to grant funding after the interview.
- b) The updated project plan was received.

Resolved that the Administrative Officer collate policies and send to Mr Williams for proof reading.

Resolved to cover the following topics at future meetings

November – Town Centre, Green Spaces and Infrastructure and Community Facilities

December – Village Identities and Heritage

January – Planning for Community Consultation

February – Mop up.

Proposed Councillor Dawson, seconded Rev Weaver and agreed, all were in favour

1819/43 Topics for next meeting

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

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

As agreed at the previous point the next meeting will focus on the Town Centre, Green Spaces and Infrastructure and Community Facilities.

1819/44 Next Meeting of the Neighbourhood Plan Working Group

The next meeting of the Neighbourhood Plan Working Group will be held on Tuesday 20th November, at Cardigan House, Ferncliffe Road, Bingley BD16 1AL.