

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 TUESDAY 20TH NOVEMBER 2018

Start: 6:30pm

Finish: 8:45pm

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| Councillors present: | Dawson, Hardman, Owen and Quarrie |
| Councillors in attendance not a member of this working group: | |
| In attendance: | Andrew Towlerton (Neighbourhood Plan Consultant) and Kate Peel (Neighbourhood Plan Consultant). Laura Jowett (Administrative Officer) |
| Non Councillor members of the working group | Mr Dekker, Ms Gibbons, Mr Lakin, Mr Meggitt, Mr Urwin and Rev Weaver |
| Members of the public: | None |

1819/45 Apologies for Absence

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

Councillor M Wheatley and Mr Pearson had given their apologies. The reasons for absence were noted.

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

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

Councillor Beckwith and Mr Williams were not present.

1819/46 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.

1819/47 Minutes

To approve the minutes of the meeting held on Monday 15th October 2018

Resolved to confirm as a correct record the minutes of the meeting held on 15th October 2018.

Proposed Councillor Owen, seconded Reverend Weaver and agreed. Eight were in favour and there were two abstentions from the vote.

1819/48 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 present.

1819/49 Updates

- a) To receive an update on maps
- b) To receive an update on funding
- c) To receive the revised Housing Chapter
- d) To receive the revised Employment Chapter
- e) To consider any next steps and recommendations

- a) An issue has arisen regarding uploading the shapefiles, provided by Bradford, to Parish Online. Parish online have requested data which would benefit the whole of Bradford district. This information will be requested and an update provided to the next meeting. Listed Buildings will be plotted on Parish Online.
- b) An update was provided on funding. The chair and the Town Clerk have had two phone calls with AECOM as part of the application process for technical support. AECOM recommended that a housing need assessment would be particularly useful and the application for technical support in this area is progressing. AECOM have requested some information in support of the application, including a mission statement for the Neighbourhood Plan.

Resolved that a draft mission statement be submitted stating 'The Neighbourhood Plan for Bingley seeks to create a plan that will shape development in Bingley until 2030. It supports Bingley's distinct identity as a thriving town, respects and conserves our heritage and provides a centre for employment. The plan supports and encourages development, recognising the local infrastructure and excellent transport links". This statement is to be reviewed at the next meeting. A further update on technical support packages will be provided in December. Proposed Councillor Hardman, seconded Ms Gibbons and agreed, all were in favour.

- c) The updated Housing chapter was received. Councillor Hardman will identify the references with descriptive names. The chapter requires further amendments to include the average number of houses built each year and to refer to the evidence / AECOM housing needs assessment. **Resolved**, subject to these amendments, to recommend that the draft Housing Chapter be approved, whilst accepting the chapter will be revisited in future to incorporate evidence. Proposed Councillor Quarrie, seconded Mr Lakin and agreed, all were in favour.

Mr Dekker left the room at 7.33pm and returned at 7.36pm

- d) **Resolved** to add information to the Employment chapter about the need for more office space in Bingley, subject to this addition, to recommend that the Employment chapter be approved. Proposed Councillor Owen, seconded Reverend Weaver and agreed, all were in favour.

A short break was held from 7.39pm until 7.42pm.

1819/50 Green Spaces/ Natural Environment

- a) To receive lists of important green spaces/ natural environment
- b) To receive comments on the draft chapter circulated at an earlier meeting
- c) To consider the nominated distinctive views
- d) To consider next steps and recommendations

- a) An update was provided on the lists of green spaces. Thanks were given to Mr Urwin and Councillor Quarrie for their work on the lists

Councillor Owen left the meeting at 7.51pm, Councillor Quarrie left the room at 7.51pm

Resolved that the lists of Green spaces be circulated to the group in order to be discussed at the next meeting. Proposed Mr Urwin, seconded Ms Gibbons and agreed, eight were in favour.

- b) The draft chapter will need amending following further work on lists of green spaces.
- c) The list of identified distinctive views had been circulated in advance of the meeting. No views had been identified in Cottingley, Councillor Beckwith will be asked for views. The view over Bingley from St Ives estate, including Druid's Altar, is to be included. Proposed Councillor Hardman, seconded Councillor Dawson and agreed, eight were in favour.

Councillor Quarrie returned to the meeting at 7.55pm

- d) **Resolved** that when the list of distinctive views has been finalised a recommendation should be made to the Planning Committee that a professional photographer be appointed to photograph the views in the spring. Proposed Mr Meggitt, seconded Mr Lakin and agreed, all were in favour.

1819/51 Infrastructure and Community Facilities

- a) **To consider policy options in relation to infrastructure and community services/facilities**
- b) **To consider next steps and recommendations**
 - a) A discussion was held around the Community Infrastructure Levy (CIL) and the priorities for using CIL in Bingley
 - b) **Resolved** that members of the group would think about infrastructure priorities for a future meeting, that a list be compiled and recommended to the Planning Committee for their input and ultimately distributed to the Full Council for their involvement. Proposed Mr Dekker, seconded Mr Lakin and agreed, all were in favour.

1819/52 Town Centre

- a) **To consider policy options in relation to the Town Centre**
- b) **To consider any next steps and recommendations**
 - a) A discussion was held around a Bingley Town Centre masterplan.
 - b) **Resolved** to ask AECOM if Bingley Town Council can apply for technical support on a masterplan/design guide for the town centre to run at the same time as the housing needs assessment and for Mr Dekker to write up the vision he outlined, including making more of the local heritage assets, and to send the written document to the Admin Officer to circulate. Proposed Mr Dekker, seconded Mr Meggitt and agreed, all were in favour.

1819/53 Next Meeting of the Neighbourhood Plan Working Group

The next meeting of the Neighbourhood Plan Working Group will be held on Monday 17th December, at 6.00pm in The Board Room at Cottingley Community Centre, Littlelands, Cottingley