

BINGLEY TOWN COUNCIL



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

MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT COTTINGLEY COMMUNITY CENTRE, LITTLELANDS, COTTINGLEY ON MONDAY 17TH DECEMBER 2018

Start: 6:00pm

Finish: 8:15pm

Councillors present:	Hardman, Gibbons and Owen
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, Mr Meggitt, Mr Urwin and Mr Williams
Members of the public:	Two (Part of the meeting)

Councillor Hardman took the chair in the absence of Councillor Dawson.

1819/54 Apologies for Absence

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

Councillor Beckwith, Councillor Dawson, Councillor Quarrie, Councillor M Wheatley, Mr Pearson and Reverend Weaver had all given their apologies and reasons for absence.

Resolved to approve the reasons for absence for Councillor Beckwith, Councillor Dawson, Councillor Quarrie, Councillor M Wheatley, Mr Pearson and Reverend Weaver.

Mr Lakin was not present.

1819/55 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.

1819/56 Minutes

To approve the minutes of the meeting held on Tuesday 20th November

Mr Williams had given his apologies and reasons for absence in advance of the meeting on the 20th November but these had not been noted at the meeting. **Resolved** that these be retrospectively approved.

Resolved to confirm as a correct record the minutes of the meeting held on 20th November 2018.

1819/57 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.

Two members of the public spoke about the proposal to include Milner Fields in the Neighbourhood Plan and to recommend the whole area be designated a Conservation Area.

The chair advised that items 1819/60 c and d would be taken next on the agenda.

1819/60 Heritage

- c) To identify potential 'Special Character Areas' using the information plotted on a map**
- d) To consider whether Milner Field should be given extra protection as a Conservation Area**

c) **Resolved** to recommend to the Planning Committee that Milner Field is identified within the Neighbourhood Plan as a Special Character Area.

d) **Resolved** to recommend that the Planning Committee propose that Milner Field be designated as a Conservation Area

Two members of the public left the meeting at 6.22pm. Mr Williams left the meeting at 6.22pm and returned at 6.24pm.

1819/58 Neighbourhood Plan

- a) To review the Mission Statement drafted at the last meeting**
- b) To receive the introduction**
- c) To consider any next steps or recommendations**

a) **Resolved** to recommend that the Mission Statement read 'This document seeks to create a neighbourhood plan that will shape development in the parish of Bingley until 2030. It supports Bingley's distinct identity as a thriving town and district, respects and conserves our heritage and provides a centre for employment. It supports and encourages appropriate development, and recognises the local infrastructure and transport links.'

b) The introduction was received and amendments were suggested to Andrew Towlerton Associates.

c) Councillor Hardman will send information requested about the history and an overview of Bingley to Andrew Towlerton Associates for Section 4 of the introduction. Andrew Towlerton Associates will complete Section 5 using the headlines from each chapter.

1819/59 Updates on ongoing items

- a) To receive the revised Employment Chapter**
- b) To receive a brief update on maps**
- c) To receive a brief update on funding**
- d) To consider the basis on which the AECOM Housing Needs Assessment ought to proceed**
- e) To consider any next steps or recommendations**

a) The revised Employment Chapter was received

b) Shapefiles have been received from Bradford Metropolitan District Council and have been sent to Parish Online.

c) An update was received.

d) **Resolved** to support the recommendation of the Planning Committee, to the full council, that the Housing Needs Assessment by AECOM should proceed without identifying numbers of

houses required or allocating sites for potential development.

1819/60 Heritage

- a) **To receive the revised draft chapter on built heritage and design, including minor amendments identified at the previous meeting**
 - b) **To receive an update on the list of buildings and structures of local heritage interest**
 - c) **To identify potential 'Special Character Areas' using the information plotted on a map**
 - d) **To consider whether Milner Field should be given extra protection as a Conservation Area**
 - e) **To consider next steps and recommendations**
- a) The revised draft chapter on built heritage and design was received. **Resolved** to recommend the built heritage and design chapter be approved.
 - b) Updated lists had been circulated prior to the meeting. The Glen Pub at Gilstead is to be added to the list. **Resolved** to recommend that all members look at the lists and feedback their thoughts regarding any buildings or structures which could be removed from the list, with particular consideration given to those in the conservation area that already have some protection. This information to be provided to Councillor Hardman, Councillor Gibbons and Mr Williams by Tuesday 15th January 2019.
 - c) **Resolved** that Castlefields in Crossflatts and the area around Beckfoot Lane be identified within the Neighbourhood Plan as Special Character Areas. This is in addition to Milner Field as discussed earlier in the meeting.
 - d) This item was discussed earlier in the meeting.

1819/61 Infrastructure and Community Facilities

- a) **To identify items to be included on a list of infrastructure community services/facilities priorities for recommendation to the Planning Committee/ Full Council**
 - b) **To consider next steps and recommendations**
- a) A list of possible infrastructures was suggested which included:
 - alleviating traffic congestion in the town centre
 - better bus links to villages
 - more parking at Crossflatts Station
 - better broadband
 - improvements to Myrtle Park
 - protecting or providing local services eg Post Offices, chemists, cash machines in outlying areas
 - funding for schools or voluntary groups running extra-curricular activities
 - walking routes
 - improving green spaces
 - community energy
 - b) **Resolved** that the group consider infrastructure and community facilities both in conjunction with Mr Dekker's report on the Town Centre with a view to bringing the item back to a future meeting and identifying the plans suggested priorities.

1819/62 Next Meeting of the Neighbourhood Plan Working Group

The next meeting of the Neighbourhood Plan Working Group will be held on Monday 28th January 2019, at 6.30pm at St Wilfrid's, Gilstead.