

BINGLEY TOWN COUNCIL



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

MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT CROSSFLATT'S COMMUNITY CENTRE, ST AIDAN'S SQUARE, CROSSFLATTS, ON TUESDAY 19TH FEBRUARY 2019

Start: 6:30pm

Finish: 8:15pm

Councillors present:	Dawson, Gibbons, 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 Lakin, Mr Pearson, Mr Urwin and Mr Williams
Members of the public:	None

1819/74 Apologies for Absence

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

Mr Dekker, Mr Meggitt and Reverend Weaver had all given their apologies and reasons for absence.
Resolved to approve the reasons for absence for Mr Dekker, Mr Meggitt and Reverend Weaver.

Councillor M Wheatley was not present.

1819/75 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.

1819/76 Minutes

To approve the minutes of the meeting held on Monday 28th January

Resolved to confirm as a correct record the minutes of the meeting held on 28th January 2019.

1819/77 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.

Councillor Hardman arrived at 6.38pm

1819/78 Updates

- a) **To receive an update on the stage each draft chapter is at**
- b) **To receive an update on the Community Consultation Events**
- c) **To consider holding a Neighbourhood Plan stall at the Annual Town Meeting**
- a) An update was received on the draft chapters
- b) An update was received. The Neighbourhood Plan Working Group were informed that the council had received advice about holding the community consultation events in the pre-election period. The Full Council will make a decision on whether the events will go ahead or not at the meeting in February. The Neighbourhood Plan Working Group recommended that they felt it may be beneficial to postpone all the community consultation events until after the elections in May.
- c) **Resolved** to hold a stall at the Annual Town Meeting on Thursday 7th March 2019

1819/79 Introduction

- a) **To receive and consider the updated draft Introduction**

A number of minor amendments were identified. **Resolved** that amendments should be sent to Mr Williams and the introduction brought back to a future meeting. **Resolved** that Mr Williams draft an editorial guide and submit it for a future meeting to agree.

1819/80 Housing

- a) **To receive the updated, proof-read, draft Housing chapter and make a recommendation to the Planning Committee**
- b) **To receive and consider the Housing Need and Characteristics Report**
- c) **To receive the email from AECOM about the Housing Needs Assessment**
- a) The Housing chapter was received and further minor amendments identified. **Resolved** that typographical amendments be sent to the Administrative Officer and the chapter can then be recommended to the planning committee for approval.
- b) The Housing Need and Characteristics Report was received. **Resolved** that amendments be sent to Andrew Towler Associates, that the report be amended to include details of the areas in the 2nd and 3rd most deprived deciles, and the chapter brought back to a future meeting.
- c) The email was received. Any update is likely to be received after April.

1819/81 Heritage

- a) **To receive the proof-read draft chapter on Built Heritage and Design and make a recommendation to the Planning Committee**
- b) **To receive and consider an update on the list of buildings and structures of local heritage interest following input from group members**
- c) **To receive an update on identified Special Character Areas**
- a) Some further amendments were identified. Old Cottingley Village is to be included as a Special Character Area. BBE2 requires further amendments. **Resolved** to bring the amended chapter back to a future meeting.

Mr Urwin arrived at 7.25pm

- b) The updated lists were received
- c) An update was provided

1819/82 Green Spaces/Natural Environment

- a) **To receive and consider the updated lists of important green spaces/ natural environment**
- Resolved** to make some additions to the lists and to include a statement explaining that green spaces

within green belt or conservation areas had not been included and the reasons for this.

Resolved to bring the draft chapter and the lists of green spaces, views and vistas and wildlife sites to a future meeting for further discussion before recommending to the Planning Committee

1819/83 Town Centre

- a) **To receive and consider the updated Town Centre vision document**
- b) **To consider a recommendation to the planning committee**
- a) **Resolved** to make amendment to reflect that the market square is under utilized and to remove reference to 'my underlining' in brackets
- b) Subject to this amendment **resolved** to recommend this chapter to the Planning Committee for approval.

1819/84 Events

- a) **To receive suggested questions for feedback forms**
- b) **To receive an update on arrangements for Community Consultation events**
- a) Members will send suggested questions for the feedback forms to the Administrative Officer
- b) This item had been discussed under Updates.

1819/85 Next Meeting of the Neighbourhood Plan Working Group

To agree the dates of the next meetings of the Neighbourhood Plan Working Group

The next meeting of the Neighbourhood Plan Working Group will be held on Monday 1st April 2019, at 6.30pm at Cottingley Community Centre.