

# 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 1<sup>ST</sup> APRIL 2019

Start: 6:30pm  
Finish: 9:00pm

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

### 1819/86 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 and reasons for absence. Reverend Weaver had given his apologies as he would arrive late.

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

Councillor Gibbons was not present.

### 1819/87 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.

### 1819/88 Minutes

**To approve the minutes of the meeting held on Tuesday 19<sup>th</sup> February 2019**

**Resolved** to confirm as a correct record the minutes of the meeting held on 19<sup>th</sup> February 2019.

### 1819/89 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.

### **1819/90 Style Guide**

- a) **To receive the draft Style Guide**
  - b) **To suggest any amendments required**
  - c) **To consider recommending the Style Guide to the Planning Committee**
- a) The Style Guide was received and Mr Williams thanked for producing the document.
  - b) It was noted that going forward there will be a need for a style guide for photos and images within documents
  - c) **Resolved** to recommend the Style Guide document to the Planning Committee

### **1819/91 Introduction**

#### **To receive the updated draft Introduction and consider a recommendation to the Planning Committee**

Some minor amendments were identified and it was **resolved** to include the 'History' section as an appendix and to credit the History Society for their input. Councillor Hardman was thanked for her work on the history section.

Reverend Weaver arrived at 6.52pm

**Resolved** that Councillor Hardman make the required amendments then send the Introduction to Mr Williams who will separate the information about Bingley's history to form an appendix and bring the introduction document back to the next meeting of the Neighbourhood Plan Working Group.

### **1819/92 Housing**

- a) **To receive the amended Housing Chapter and consider a recommendation to the Planning Committee**
  - b) **To receive the amended Housing Need and Characteristics Report**
  - c) **To consider recommending the Housing Need and Characteristics Report to the Planning Committee**
  - d) **To consider the email from AECOM about the Housing Needs Assessment and decide whether or not to proceed in advance of Bradford's Strategic Housing Market Assessment (SHMA) being completed**
- a) The Housing Chapter was received and one minor amendment identified. Subject to this amendment being made the Working Group **resolved** to recommend the Housing Chapter to the Planning Committee for approval.
  - b) The amended Housing Needs and Characteristics Report was received. Further amendments were required relating to the paragraph about deprivation. Andrew Towler Associates will make amendments to explain how the figures indicate a need for more social housing and with a larger version of the map and changed colour of the parish boundary and bring the report back to the next meeting.
  - c) A recommendation will be considered at the next meeting when the document has been amended.
  - d) Resolved that Andrew Towler speak to AECOM to find out if an interim Housing Needs Assessment could be produced whilst awaiting the outcome of Bradford Council's Strategic Housing Market Assessment (SHMA). The outcome of this conversation will be discussed at the next meeting and a recommendation made to the Planning Committee about how to proceed.

### **1819/93 Green Spaces/Natural Environment**

- a) **To consider the Natural Environment Chapter**
- b) **To receive information about Wildlife Sites from West Yorkshire Ecology Service**
- c) **To receive and consider the updated lists of important green spaces**

- d) **To receive an update on mapping**
- e) **To receive an update on Views and Vistas**

a) Andrew Towler Associates were thanked for producing the chapter.

**Resolved**

- That Andrew Towler Associates review Policy NE2 to incorporate previously agreed policy on the Greenhill site and green and blue infrastructure and buffering
- That the administrative Officer ask Harden Parish Council if they have any aims, position or policy developments in relation to Harden Beck
- That Andrew Towler Associates include reference to agricultural land in the text about landscape character
- to include a sentence about the importance of St Ives to Bingley residents, though only a portion of the estate is within the parish.

Mr Meggitt left the meeting at 8.25pm.

- b) The information was received from the West Yorkshire Ecology Service. **Resolved** to include the information as an appendix and to send thanks to the West Yorkshire Ecology Service.

Councillor Quarrie left the room at 8.39 and returned at 8.41pm.

- c) The lists were partially reviewed. **Resolved** that Andrew Towler Associates highlight which green spaces they feel would not pass examination and bring these back to the next meeting.

Reverend Weaver left the meeting at 8.44pm.

- d) The need for more detailed maps will be considered once the list of green spaces has been agreed.
- e) An update will be available on Views and Vistas for the next meeting.

**1819/94 Topics for next meeting**

**To consider which key areas to consider at the next meeting**

**Resolved** that the next meeting focus on finishing off the topics which are currently being worked on, to include the Introduction, Housing Needs and Characteristics Report, Heritage and Green Spaces/ Natural Environment.

**1819/95 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 Tuesday 4<sup>th</sup> June 2019, at 6.30pm, venue to be arranged.