

BINGLEY TOWN COUNCIL



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

MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT BINGLEY METHODIST CHURCH, HERBERT STREET, BINGLEY ON TUESDAY 4TH JUNE 2019

Start: 6:30pm

Finish: 8:25pm

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

1920/01 Apologies for Absence

- a) To note apologies for absence
- b) To receive and consider apologies for absence
- c) To approve reasons for absence

Councillor Brazendale and Mr Lakin had given their apologies and reasons for absence.

Resolved to approve the reasons for absence for Councillor Brazendale and Mr Lakin.

1920/02 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.

1920/03 Minutes

To approve the minutes of the meeting held on Monday 1st April 2019

One amendment was identified, Reverend Weaver was in attendance and should be included in the Non Councillor members of the working group box.

Subject to this amendment, **resolved** to confirm as a correct record the minutes of the meeting held on 1st April 2019.

1920/04 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.

1920/05 Update on documents

To receive an update on documents for the Neighbourhood Plan and what stage they are at.

An update was provided on which chapters had been agreed by the Planning Committee and the stages other chapters and documents were at. The chapters on Housing, Employment and the Town Centre have been agreed by the Planning Committee along with the style guide.

Resolved to note that consultation events would be held to consult the community on town council priorities, CIL spending priorities and the Neighbourhood Plan, that the Neighbourhood Plan Working Group are pulling together the documents for the consultation events and will develop chapters on community infrastructure and village identities after these events.

1920/06 Introduction

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

Some minor amendments were identified and it was noted that a glossary may be required to explain why decisions have been made. This could be added to the introduction at a later date or included elsewhere in the Plan. It was agreed to use 'Town Council' and Bradford Metropolitan District Council (BMDC) throughout and to rename the document as 'Introduction'. **Resolved**, subject to these amendments to recommend the Introduction to the Planning Committee for approval.

1920/07 Housing

a) To receive the amended Housing Need and Characteristics Report

b) To consider recommending the Housing Need and Characteristics Report to the Planning Committee

c) To receive an update on the AECOM Housing Needs Assessment and decide whether or not to proceed in advance of Bradford Council's Strategic Housing Market Assessment (SHMA) being completed

a) The Working Group expressed its thanks to Andrew Towler Associates for producing this report. It was noted that much of the information included is available, and best viewed on-line. **Resolved** to amend the report to include a sentence at the end of the introduction stating that 'much of the information included is available, and best viewed on-line'.

b) Subject to this amendment it was **resolved** to recommend the Housing Needs and Characteristics Report to the Planning Committee for approval.

c) It is believed that the SHMA information from Bradford Council will be available in June. As such the working group **resolved** to have an update on this item at the next meeting.

1920/08 Green Spaces/Natural Environment

a) To receive the updated Natural Environment Chapter

b) To consider recommending the Natural Environment Chapter to the Planning Committee for approval

c) To receive and consider the review of identified important green spaces

d) To receive an update on Harden Beck

e) To receive an update on Views and Vistas

a) The updated chapter was received. Clarity is required around Green and Blue Infrastructure and appendices. A number of small amendments were also identified.

b) **Resolved** that, subject to the amendments, the Natural Environment Chapter be recommended to the Planning Committee for approval.

c) The list of Green Spaces was reviewed and decisions were made about which Green Spaces to include on the list and which to remove. The working group expressed its thanks to all involved in producing the lists. **Resolved** that Councillor Owen will amend the list and bring it back to the next meeting.

d) The response from Harden Parish Council was noted. **Resolved** to reply advising them of community consultations, and inviting them to attend.

- e) The list of Views and Vistas will be re-circulated to the members of the working group. **Resolved** to write to Bingley Camera Club asking if they would like to photograph the Views and Vistas for the Neighbourhood Plan. If they are unable to provide photos in a suitable time frame then to recommend to the July Planning Committee that a professional photographer be appointed for this purpose. The funding would come from the budget delegated for the Neighbourhood Plan.

1920/09 Heritage

- a) **To receive the updated Heritage Chapter**
 - b) **To receive the updated Heritage lists**
 - c) **To consider recommending the Heritage Chapter to the Planning Committee for approval**
 - d) **To consider recommending the Heritage lists to the Planning Committee for approval**
- a) The Heritage Chapter has not been updated as guidance is required from BMDC about Special Character Areas
 - b) The updated lists were received but may require further amendments once guidance is received about Special Character Areas.
 - c) **Resolved** to await information and bring the chapter back to the July NPWG meeting in order to recommend to the Planning Committee for approval.
 - d) **Resolved** to await information and bring the lists back to the July NPWG meeting in order to recommend to the Planning Committee for approval.

1920/10 Consultation Events

To consider arrangements for forthcoming consultation events, postponed from March/April.

A discussion was held around community consultation. Bingley Town Council will also be consulting the community about Town Council priorities and Community Infrastructure Levy. **Resolved** to recommend to the Full Council that the Neighbourhood Plan be included with the other items for consultation in the autumn.

1920/11 Next Meeting of the Neighbourhood Plan Working Group

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

The next meetings of the Neighbourhood Plan Working Group will be held on Wednesday 17th July and Monday 2nd September, at 6.30pm, venue to be arranged.