

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 WEDNESDAY 17th JULY 2019

Start: 6:30pm

Finish: 8:35pm

Councillors present:	Barton, Owen and Williams
Councillors in attendance not a member of this working group:	
In attendance:	Laura Jowett (Administrative Officer)
Non Councillor members of the working group	Mr Dekker, Ms Gibbons, Ms Hardman, Mr Quarrie, Mr Urwin
Members of the public:	Two

1920/12 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, Councillor Dawson, Councillor Drucquer, Mr Meggitt and Reverend M Weaver had given their apologies and reasons for absence.

Resolved to approve the reasons for absence for Councillor Brazendale, Councillor Dawson, Councillor Drucquer, Mr Meggitt and Reverend M Weaver.

Mr Lakin was not present.

1920/13 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.

1920/14 Minutes

To approve the minutes of the meeting held on Tuesday 4th June 2019

Resolved to confirm as a correct record the minutes of the meeting held on 4th June 2019.

1920/15 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 were present. They contributed, at the Chair's invitation, to the item on Heritage, specifically on designating Milner Field as a Special Character Area. Mr Cattell and colleagues are in the process of producing a detailed supporting document following a detailed visual survey and advice from conservation officers. The Chair, and working group, expressed thanks to Mr Alan Cattell and Mr Nick Salt, for attending the meeting and for their detailed and specialist contribution to the Neighbourhood Plan, and all the work involved.

Due to the specialist nature of the report it will be included as an appendix to the Heritage Chapter.

1920/16 Heritage

- a) **To receive the updated Heritage Chapter**
 - b) **To receive the updated Heritage lists**
 - c) **To consider how best to include detailed information about Special Character Areas within the Neighbourhood Plan**
 - d) **To consider recommending the Heritage Chapter to the Planning Committee for approval**
 - e) **To consider recommending the Heritage lists to the Planning Committee for approval**
- a) Some minor amendments were agreed regarding style on the section about Cottingley Village
 - b) Some minor amendments to the lists were agreed
 - c) **Resolved** to recommend that the detailed information about Special Character Areas be included in an appendix to the Heritage Chapter
 - d) **Resolved** to recommend the Heritage Chapter to the Planning Committee for approval
 - e) **Resolved** to recommend the Heritage lists to the Planning Committee for approval

The Neighbourhood Plan Working Group expressed it's thanks to Mr Cattell and Mr Salts.

Two members of the public left the meeting at 7.25pm.

1920/17 Green Spaces/Natural Environment

- a) **To receive the reduced list of identified local green spaces**
 - b) **To consider recommending the list to the Planning Committee for approval**
 - c) **To receive the example of another Neighbourhood Plan's list of Views and Vistas**
 - d) **To receive the updated Bingley Parish Views and Vistas document which includes photographs**
- a) The list was received by the members of the Working Group. Minor amendments were agreed
 - b) **Resolved** to recommend the list of Green Spaces to the Planning Committee
 - c) The example of Views and Vistas was received. The Working Group **resolved** that Councillor Williams plot the Bingley Parish views and vistas on Parish Online for inclusion with the list.
 - d) **Resolved** to include Five Rise Locks. Subject to this addition **resolved** to recommend to the Planning Committee for approval.

It was acknowledged that the lists of Green Spaces and Views and Vistas are likely to require further amendments following community consultation.

1920/18 Housing

- a) **To receive an update on Bradford Council's Strategic Housing Market Assessment (SHMA), if available, and make a recommendation to the Planning Committee about whether to wait for the outcome of the SHMA or to ask AECOM to proceed with Housing Needs assessment for Bingley ahead of SHMA information being available.**
- a) Bradford Council have advised that the SHMA information will be published in draft format on the 29th July. The Neighbourhood Plan Working Group wished to ask that this item be included on the Full Council agenda for the 30th July so that action can be taken if the information is not available.

1920/19 Village Identities

- a) **To consider how to present the information about village identities within the Neighbourhood Plan**
- b) **To consider arrangements for preparing information on village identities**

Resolved to write to representatives from each village society to ask for their contribution to a separate chapter for Village Identities. There will be a word limit of 1000 per village.

1920/20 The structure of the Neighbourhood Plan.

- a) **To consider examples of other local Neighbourhood Plans contents pages**
- b) **To consider the structure of the Bingley Parish Neighbourhood Plan**
- a) Examples were received and considered
- b) Resolved that the structure of Bingley Parish Neighbourhood Plan should be as follows

- 1. **Introduction**
- 2. **Policies**
- 3. **Town Centre**
- 4. **Village Identities**
- 5. **Housing**
 - 5.1 **Housing Needs & Characteristics Report**
 - 5.2 **Map?**
- 6. **Employment**
- 7. **Natural Environment**
 - 7.1 **Local Green Spaces**
 - 7.2 **Views and Vistas**
- 8. **Built Heritage and Design**
 - 8.1 **Heritage Buildings and Structures**
 - 8.2 **Map?**

1920/21 Consultation Events

- a) **To receive an update following F&GP decisions about consultation events**
- b) **To consider arrangements for forthcoming consultation events.**

Venues have been booked for Community Consultation events between the 7th and 25th September. Members of the Neighbourhood Plan Working Group will be asked to specify their availability for each event.

1920/22 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 2nd September, at 6.30pm at Crossflatts Community Centre.