

# BINGLEY TOWN COUNCIL



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

## MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD AT CARDIGAN HOUSE, FERNCLIFFE ROAD, BINGLEY ON TUESDAY 28<sup>TH</sup> JANUARY 2020

Start: 6:30pm

Finish: 9:00pm

<b>Councillors present:</b>	Brazendale (part of meeting), Owen and Williams
<b>Councillors in attendance not a member of this working group:</b>	
<b>In attendance:</b>	Iain Cunningham (Bradford Metropolitan District Council), Andrew Towleron (Planning consultant) and Laura Jowett (Administrative Officer)
<b>Non Councillor members of the working group</b>	Mr Dekker, Mr Quarrie, Mr Urwin, Rev Weaver
<b>Members of the public:</b>	None

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

Due to lateness the meeting was not quorate at 6.30pm. Item 1920/54 Update from Iain Cunningham was taken first on the agenda as no decisions would be required as a result of this item.

### **1920/54 Update from Iain Cunningham**

**To receive a presentation from invited guest Iain Cunningham, Senior Planning Officer – Local Plan Team, from Bradford Council. To include information about housing requirements, designating Special Character Areas and Green Spaces and Bradford Council’s review of Green Belt and Green Spaces.**

Mr Quarrie arrived at the meeting at 6.40pm. The meeting became quorate from this point.

Councillor Brazendale arrived at the meeting at 6.55pm.

Iain Cunningham provided information about his role and that of the Local Plan team, he gave an update on local Neighbourhood Plans and the stage these are at. He explained that Bradford Council is reviewing its ‘Core Strategy’ and that housing, employment, infrastructure and green initiatives are currently being reviewed. A Land Allocations Development Plan Document (DPD) will be developed and Bingley Town Council will have opportunities to comment on this in due course. This is likely to be available in mid 2020. Iain Cunningham advised that BMDC are also reviewing green spaces, and green belt, in the district and that there is likely to be a need for limited green belt release. A discussion was held about designating Special Character Areas, Iain Cunningham advised that he has consulted with colleagues in Heritage and Conservation. At present the criteria for designating Special Character Areas is not clear.

Andrew Towleron asked Iain to confirm that Bradford MDC would undertake the SEA Screening. Iain confirmed that this was his understanding but would confirm this.

Iain Cunningham advised that he has sent the Bingley Neighbourhood Plan documents to colleagues and requested feedback by the 21<sup>st</sup> February. He will collate this information and cascade it to the Neighbourhood Plan Working Group. He asked that a copy of the project plan be sent to him.

The meeting resumed at 7.30pm

### **1920/50 Apologies for Absence**

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

Councillor Barton's apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Councillor Barton.

Councillor Dawson's apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Councillor Dawson.

Philippa Gibbons' apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Philippa Gibbons.

Sara Hardman's apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Sara Hardman.

Tim Meggitt's apologies and reasons for absence were noted. **Resolved** to approve the reasons for absence for Tim Meggitt.

Mr Lakin was not present.

### **1920/51 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.

### **1920/52 Minutes**

**To approve the minutes of the meeting held on Monday 18<sup>th</sup> November 2019**

**Resolved** to confirm as a correct record the minutes of the meeting held on 18<sup>th</sup> November 2019.

### **1920/53 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

### **1920/54 Update from Iain Cunningham**

**To receive a presentation from invited guest Iain Cunningham, Senior Planning Officer – Local Plan Team, from Bradford Council. To include information about housing requirements, designating Special Character Areas and Green Spaces and Bradford Council's review of Green Belt and Green Spaces.**

This item was received earlier in the meeting

### **1920/55 Updates**

- a) To receive an update on the Green Spaces list**
  - b) To receive an update on the post consultation review of all chapters**
  - c) To receive an update on AECOM packages**
- a) Councillor Owen provided an update. The actions identified at the previous meeting have been undertaken. A further amendment is required to insert a statement identifying the process of agreeing, and reducing the list.
  - b) Councillor Williams gave an update. He hoped to provide some reassurance to those tasked with reviewing a chapter. He advised it was not an onerous task and that the comments received should be acknowledged and considered but that it is possible that no further action is required other than to document the process.
  - c) Councillor Williams advised on the current situation with AECOM. Maps have been received which can be used for the Masterplan and Design Codes. The work is ongoing. Further updates will be provided at future meetings.

### **1920/56 Special Character Areas**

- a) **To receive a written update from Alan Cattell regarding the Milner Field special character area**
- b) **To consider if any amendments are required before recommending the Milner Field appendix, and the information about Cottingley Village, to the Planning Committee**
- a) The update had been circulated prior to the meeting. The Working Group agreed to write to Alan Cattell to thank him and his colleagues for the detailed work they have done on the Milner Field supporting information.
- b) The Working Group agreed that further work is likely to be required, particularly on the information about Cottingley, but that clarification about the criteria for Special Character Areas is needed. Whilst awaiting clarification the Neighbourhood Plan Working Group will write to Cottingley Village History Society requesting their involvement.

### **1920/57 Climate Emergency**

#### **To consider the recommendations of the Climate Emergency Working Group and how to incorporate these into the Neighbourhood Plan for Bingley**

The group considered the recommendations from the CEWG and **resolved** to recommend the following to the Planning Committee and to advise the Climate Emergency Working Group of this response

- 1) require homes be built on council land to be energy efficient, using the Passivhaus standard or similar

It was agreed that this statement be amended to 'recommend that new homes built in the Bingley parish be energy efficient and endeavor to use the Passivhaus standard, or similar' and incorporated into the Housing chapter.

- 2) reduce the need to own and use a car through managing developments in the local plan

It was agreed to pass this statement to AECOM to consider inclusion within the masterplan and to respond to the Climate Emergency Working Group advising that this point should be part of Bradford Council's local plan.

- 3) identify area suitable for renewable energy in the local plan

The group agreed to respond to the Climate Emergency Working Group advising that it is not within the group's remit to allocate land usage, it is only for Bingley Town Council to comment on allocations made through BMDC's local plan

- 4) require the integration of renewable energy such as solar thermal, PV or heat pumps in local authority developments and, as much as possible within private sector developments

The group agreed to recommend that this be amended to read 'Encourage the integration of renewable energy such as solar, thermal, PV or heat pumps in all new developments' and that it be included in the Housing chapter.

### **1920/58 Village Identities**

#### **To receive the responses from Village Societies and consider how best to include the contributions within the Neighbourhood Plan.**

The responses had been received from most village societies; a further request will be sent to the outstanding village for input. Councillor Steve Williams volunteered to be the owner of the chapter on Village Identities and will start to prepare the chapter and bring it back to a future meeting.

### **1920/59 Infrastructure**

#### **To receive an update on the infrastructure chapter**

An update was given. The AECOM masterplan will form the body of the infrastructure chapter. Andrew Towlerton Associates advised they will write the CIL section of the infrastructure chapter. This will be brought back to a future meeting.

### **1920/60 Accessible documents**

- a) **To consider the requirement for Neighbourhood Plan documents displayed on the Town Council website to be accessible and how to achieve this.**

- b) **To consider making a recommendation to the Planning Committee**

The group discussed the requirements and it was felt that the group does not possess the necessary skills to be able to make the Neighbourhood Plan documents fully accessible. It will explore options and make a recommendation to the Planning Committee at a later date.

### **1920/61 Next Meeting of the Neighbourhood Plan Working Group**

#### **To consider dates of future meetings.**

The next meeting of the Neighbourhood Plan Working Group will be held on **Tuesday 3<sup>rd</sup> March 2020 at 6.30pm at Cottingley Town Hall**. The following meeting will be held on Monday 20<sup>th</sup> April 2020, at St Wilfrid's, Gilstead.