

# BINGLEY TOWN COUNCIL



Bingley Town Council, Myrtle Place, Bingley, BD16 2LF

## MINUTES OF THE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD ON ZOOM ON WEDNESDAY 4<sup>th</sup> NOVEMBER 2020

Start: 6:30pm

Finish: 7:50pm

<b>Councillors present:</b>	Dawson, Owen and Williams
<b>Councillors in attendance not a member of this working group:</b>	Clough
<b>In attendance:</b>	Laura Jowett (Administrative Officer),
<b>Non Councillor members of the working group</b>	Mr Dekker, Ms Gibbons, Mr Quarrie, Mr Urwin and Reverend Weaver
<b>Members of the public:</b>	None

### 2021/32 Apologies for Absence

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

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.

### 2021/33 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.

### 2021/34 Minutes

To approve the minutes of the meeting held on Wednesday 16<sup>th</sup> September 2020

**Resolved** to confirm as a correct record the minutes of the meeting held on 16<sup>th</sup> September 2020.

### 2021/35 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

### 2021/36 Housing chapter

- a) To consider the amended Housing chapter
- b) To consider recommending the Housing chapter to the Planning Committee for approval
- a) The amended Housing Chapter was received. Ms Gibbons had added a statement on flooding and had amended references to the AECOM Housing Needs assessment. Councillor Dawson raised an issue with Policy H6 in the chapter and following discussion the Neighbourhood Plan

Working Group **resolved** to make a further amendment before recommending the chapter to the Planning Committee. Policy H6 is to read 'all new homes built in the Bingley parish should be energy efficient and endeavour to exceed building regulations and meet building standards set by the Association for Environment Conscious Builders, or similar'.

Councillor Williams advised that the Policies Chapter will also require updating.

- b) Subject to this amendment the Neighbourhood Plan Working Group **resolved** to recommend the chapter to the Planning Committee for approval.

#### **2021/37 Town Centre, Planning and Regeneration chapter**

- a) **To consider the amended Town Centre chapter**
- b) **To consider recommending the Town Centre, Planning and Regeneration chapter to the Planning Committee for approval**

- a) The amended chapter was received and considered
- b) The Neighbourhood Plan Working Group **resolved** to recommend the chapter to the Planning Committee for approval.

#### **2021/38 Evidence library**

##### **To receive an update on the creation of an evidence library of supporting documents**

An update was provided. The Chair thanked Councillor Williams for his work separating the supporting documents from the main body of the plan.

#### **2021/39 Project plan**

- a) **To receive an update on the project plan and agree actions**
- b) **To consider consultant advice relating to Strategic Environmental Assessment**
- c) **To consider the project plan and items for future meetings**

- a) An update was received. Councillor Dawson will amend the project plan to include more accurate dates and will write a brief report for the full council explaining the work still required on the Neighbourhood Plan. The Planning Committee has previously approved an application to Locality for the outstanding grant amount and an amount will be included in the Town Council budget for 2021-2022.
- b) Andrew Towlerton Associates have advised that they will liaise with BMDC with the view that the Bingley Parish Neighbourhood Plan, when completed, doesn't require an SEA but that if BMDC require an SEA that it is conducted by BMDC. The Neighbourhood Plan Working Group received and accepted this advice.
- c) The plan for topics at meetings was considered and will be reviewed going forward.

#### **2021/40 Consultation**

- a) **To consider how the NPWG is going to carry out formal Regulation 14 consultation with the community about the plan**
- b) **To consider how to present the plan to make it most accessible:**
- c) **To consider obtaining quotes for design and styling**
- d) **To discuss and develop a stakeholder list**
- e) **To consider making a recommendation to the Planning Committee**

- a) The Neighbourhood Plan Working Group considered the impact of the current pandemic on carrying out Regulation 14 consultation on the draft plan. This may need to be held largely on line with hard copies available to view by appointment. The consultation may need to be publicised in local newspapers and through local community groups. The group considered that it may wish to approach schools to engage with younger members of the community at an early

stage if possible.

- b) This item will be brought back to a future meeting
- c) This item will be brought back to a future meeting
- d) Ms Gibbons volunteered to draw up a list of stakeholders for consultation and to bring this list back to a future meeting
- e) No recommendation is to be made at this stage

**2021/41 Shared statement on travel, transport and traffic – Bingley Rural councils**

- a) To receive and consider the shared statement on travel, transport and traffic from Bingley Rural councils**
- b) To cross reference the shared statement with Bingley Parish Neighbourhood Development Plan**
  - a) The shared statement was received
  - b) Councillor Dawson offered to cross reference the statement with the draft Neighbourhood Plan and to bring any comments back to a future meeting.

**2021/42 Next Meeting of the Neighbourhood Plan Working Group**

**To consider dates for future meetings.**

The next meetings of the Neighbourhood Plan Working Group will be held on Thursday 10<sup>th</sup> December 2020 and Tuesday 26<sup>th</sup> January. Arrangements to be confirmed.