

BINGLEY TOWN COUNCIL



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

Minutes of the Neighbourhood Plan Working Group meeting held at The Hub, Myrtle Place, Bingley on Wednesday 22nd February 2023

Councillors present:	Gibbons (PG), Truelove (MT), Williams (SW)
Councillors absent:	Beckwith
Non-member Councillors in attendance:	None
Non Councillor members present:	John Dekker (JD), Andrew Quarrie (AQ), Tony Urwin (TU)
In attendance:	Eve Haskins (EH, Town Clerk), Lee Searles (LS, Consultant)
Members of the public:	None

Start: 6.30pm

Finish: 7.15pm

2223/59 Apologies for Absence

No apologies received; noted that Ros Dawson has resigned from the Town Council.

2223/60 Disclosures of interest

None received.

No written requests for dispensation received.

2223/61 Minutes

Resolved to confirm as a correct record the minutes of the meeting held on 9th January 2023.

2223/62 Confidential items to be discussed in confidence after item 2223/68

No item to be discussed in confidence after item 2223/68, following exclusion of the press and public, due to its sensitive nature.

2223/63 Public Participation

None.

2223/64 Draft Neighbourhood Plan

The draft Plan was discussed, and the following highlighted:

- LS confirmed that the drafting of the Plan is now completed; awaiting clarification on the town centre boundary from SW, to be discussed further under item 2223/65.
- SW reported that TU provided another photograph for the field site at Five Rise Locks: agreed that SW to replace the current picture in the Green Spaces section in the draft Plan with the new one.
- TU reported that he had made subtle changes to the habitats' section: SW to review this again.
- LS highlighted that Bradford Council will need to clarify the responses of Historic England etc. once the Plan is submitted to them, due to a lack of response regarding the need for an SEA, and confirmed that the Town Council have an email trail to evidence that this was requested.

- SW reported that Bradford Council have been consulted regarding the changes to the town centre boundary and changing the specifics of the walls in Priestthorpe to 'areas', although no response yet received.

2223/65 AECOM documents

SW confirmed that AECOM documents are now completed, and confirmed that it was previously agreed to incorporate the Town Council's definition of the town centre boundary: will wait for feedback from the Examiner and Bradford Council on the latter.

2223/66 Regulation 14 Consultation

- Design of Plan:

SW confirmed that the Plan designer has sent through his initial design of the document, and the following was highlighted:

- Design is very clear and balanced.
- Typo identified in the header ('Neighbourhood' spelt incorrectly).
- Numbering scheme needs work: agreed that LS to discuss this further with the designer.
- Accessibility queried: agreed that EH to liaise with the designer to verify that the document is fully accessible.
- Photographs discussed: PG confirmed that a call has been put out on the Town Council's Facebook page to request that residents send in photos that could be included, and that the designer is also liaising with the local camera club to obtain photos for inclusion; agreed that the authors of any photos included need to be acknowledged at the back of the Plan.

- Consultation questions:

PG confirmed that she has begun to investigate the use of Survey Monkey: agreed previously that 9 or 10 specific questions to be asked, with a comment form at the end – PG to arrange this to circulate to all.

- Timescales:

SW confirmed that the advice provided by YLCA on the pre-election period restrictions were that if the consultation was not already underway it was not advisable to commence now: agreed to wait until after the elections in May for the new Council to progress with the consultation, with a view to the draft Plan being ready by the end of May; also agreed that the consultation period, which needs to be at least 6 weeks, should be 8 weeks.

- Approach/events:

Previously agreed that postcards to be sent to residents as part of the designer's spec, directing the public to the Survey Monkey questions, and for several open day events at the Hub to be organized. LS advised that Bradford Council will have a list of mandatory consultees: agreed that EH to contact Bradford Council for this list, and also to ask again for feedback on the town centre boundary issue.

2223/67 Next Meeting of the Neighbourhood Plan Working Group

The next meeting of the Neighbourhood Plan Working Group will be held on Tuesday 21st March 2023 at 6.30pm at the Hub, Myrtle Place, Bingley, with the consultant attending via Teams.

Agreed that EH to contact the document designer to determine whether the full draft Plan, with maps, layers and policies, will be prepared by then.

2223/68 Exclusion of press and public

No items to be discussed in confidence due to their confidential nature.