

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 Tuesday 21st March 2023

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

Start: 6.30pm
Finish: 7.25pm

2223/69 Apologies for Absence

No apologies received.

2223/70 Disclosures of interest

None received.

No written requests for dispensation received.

2223/71 Minutes

Resolved to approve as a correct record the minutes of the meeting held on 22nd February 2023.

2223/72 Confidential items to be discussed in confidence after item 2223/77

No item to be discussed in confidence after item 2223/77, following exclusion of the press and public, due to its sensitive nature.

2223/73 Public Participation

None.

2223/74 Draft Neighbourhood Plan

The draft Plan was discussed, and the following highlighted:

- LS confirmed that the drafting of the Plan is now complete; awaiting final completion of the design of the document prior to the Regulation 14 consultation. He also confirmed that PG has pulled together all the correspondence regarding the potential SEA screening, which Bradford Council will need to see.
- SW reported that there has still been no response from Bradford Council regarding the town centre boundary query: agreed that EH to contact them again regarding this.
- SW queried whether it was appropriate to share with interested members of the public the document which outlines the potential protection of the walls in the area, the wording of which has been changed to be less specific: LS agreed that this was acceptable.

2223/75 Regulation 14 Consultation

- Design of Plan:

SW confirmed that the Plan designer has sent through his initial design of the full document at 110 pages, and the following was highlighted:

- Design is legible and straightforward.
- JD noted two minor points: Figure 1, showing the plan of boundaries of Bingley Urban District Council, and Figure 9 do not have north points as the other maps do; SW queried whether this is due to them being taken from Bradford Council's Local Plan – EH to verify this with the designer.
- The duplication and omission of photographs was 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 SW confirmed that the local camera club have also been contacted to obtain photos for inclusion, however they may not be fully aware of which ones to include as they have not viewed the draft Plan to appreciate the context. Agreed that EH to contact the local camera club to request that PG and SW attend one of their meetings to discuss this further.
- PG noted that the white columns within the tables in the Plan lack definition as compared to the other coloured columns: EH to liaise with the designer to ask for suggestions to remedy this (e.g. faint grey shading).
- SW noted that one reference to Table 7 on page 93 refers to it as being on page 91, however it is on page 94, and confirmed that the photographs do not have reference to page numbers: EH to query this with the designer.
- SW reported that he has liaised with the designer regarding the query whether to include appendices, and it was subsequently agreed that these should not be included.
- Accessibility: agreed that EH to liaise again with the designer to verify that the document is fully accessible, including addition of alternative text to all photographs.
- Policies map: to be discussed further at the next meeting once the Neighbourhood Plan Working Group has obtained an update from the designer.

- Consultation questions:

PG confirmed that she has been investigating the use of Survey Monkey for the consultation questions, where it is free for up to 10 questions and chargeable above. The current number of questions composed is 15, with 12 questions focused on each of the 12 policies, one on vision, one on objectives and one other. The first questions composed are relatively straightforward (e.g. 'Do you agree/disagree'), however the questions regarding the Design Codes are more complicated and technical. LS confirmed that a structured approach to the consultation is preferable to a broader approach, and that the questions should allow residents to express their view on each individual question. Agreed that PG to investigate further the cost and uses of Survey Monkey and other survey providers also: to be discussed again at the next meeting.

- Timescales:

SW confirmed that it has already been agreed to wait until after the elections in May for the new Council to progress with the consultation.

- Approach/events:

Previously agreed that postcards to be sent to residents as part of the designer's spec, directing the public to the survey questions, and for several open day events at the Hub to be organized.

2223/76 Next Meeting of the Neighbourhood Plan Working Group

The next meeting of the Neighbourhood Plan Working Group will be held on Tuesday 18th April 2023 at 6.30pm at the Hub, Myrtle Place, Bingley, with the consultant attending via Teams.

2223/78 Exclusion of press and public

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