

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 26th July 2023

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

Start: 6.34pm

Finish: 7.50pm

2324/11 Apologies for Absence

Apologies received, and the reasons for absence approved, from Councillor Forrest and Tony Urwin.

2324/12 Disclosures of interest

None received.

No written requests for dispensation received.

2324/13 Minutes

Resolved to approve as a correct record the minutes of the meeting held on 21st June 2023.

2324/14 Confidential items to be discussed in confidence after item 2324/18

Resolved to agree that no items to be discussed in confidence after item 2324/18, following exclusion of the press and public, due to its sensitive nature.

2324/15 Public Participation

None.

2324/16 Draft Neighbourhood Plan

The draft Plan was discussed, and the following highlighted by SW:

- LS has been working on the Word document to coincide with the PDF version of the Plan, and Table 3 and the policies map are now completed.
- Agreed that the date should be changed from September 2022 to July 2023 in the preamble.
- Agreed that the bibliography for the Milner Fields section to be added to Appendix H in the Evidence Library: PG to undertake this work.
- Agreed that all previous draft documents related to the Plan to be removed from the website prior to the Regulation 14 consultation to make it easier for the public to view the relevant documents: EH to arrange this.
- Agreed that the draft Plan is ready to be sent to the Full Council for approval: EH to add this to the next Full Council agenda.

- Agreed that a quote be sought for a printed copy of the policies map: SW to liaise with the Plan designer accordingly.
- Agreed that a map showing just the parish boundary also to be sought: SW to liaise with the Plan designer accordingly.

2324/17 Regulation 14 Consultation

- Survey:

PG outlined the three survey providers that have been investigated; agreed to recommend the use of Survey Monkey for the survey to the Full Council.

- Timescales:

SW confirmed that the draft Plan is to be approved by the Full Council at the next meeting at the end of August, therefore need to organise open day sessions in September, with a view to the eight week consultation period being held in October/November. All agreed that the postcards would need to be sent out in September: LS to re-send the draft wording for these to all to be agreed via email.

- Approach/events:

As above, agreed that several open day events to be held at the Hub and copies of the Plan to be made available for consultation locally (in the Hub and the library): agreed that all members of the NPWG should be present at the events. EH to investigate the cost of Royal Mail sending postcards out to each house in the parish via bulk delivery.

Agreed that SW to compose a paper for the next Full Council meeting regarding the aspirations of the Plan, how these should be prioritised etc.

2324/18 Next Meeting of the Neighbourhood Plan Working Group

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

2324/19 Exclusion of press and public

No exclusion of the press and public from items under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.