

# BINGLEY TOWN COUNCIL



The Hub, Myrtle Place, Bingley, BD16 2LF

**Minutes of the Neighbourhood Plan Working Group meeting held at The Hub, Myrtle Place, Bingley on  
Wednesday 28<sup>th</sup> February 2024**

<b>Councillors present:</b>	Gibbons (PG), Heseltine (DH), Williams (SW)
<b>Councillors absent:</b>	Drucquer (RD), Forrest (MF), Truelove (MT)
<b>Non-member Councillors in attendance:</b>	None
<b>Non-Councillor members present:</b>	John Dekker (JD), Jan Smith (JS)
<b>In attendance:</b>	Eve Haskins (EH, Town Clerk)
<b>Members of the public:</b>	None

**Start: 6.30pm**

**Finish: 7.15pm**

## **2324/57 Apologies for absence**

Apologies received, and the reasons for absence approved from Councillors Forrest and Truelove, Andrew Quarrie and Lynne Williams.

## **2324/58 Disclosures of interest**

None received.

No written requests for dispensation received.

## **2324/59 Minutes**

**Resolved** to approve as a correct record the minutes of the meeting held on 7<sup>th</sup> February 2024.

## **2324/60 Confidential items to be discussed in confidence after item 2324/64**

**Resolved** to agree that no items to be discussed in confidence after item 2324/64, following exclusion of the press and public, due to their sensitive nature.

## **2324/61 Public Participation**

None.

## **2324/62 Regulation 14 Consultation**

- Feedback from Open Day held on 24<sup>th</sup> February 2024:

Councillor Williams thanked everyone who attended this open day in his absence. The members who were in attendance confirmed that there was a steady flow of people present on the day, with 38 residents in total, asking pertinent questions. The majority had seen the advertising leaflet and wanted to find out more about the Plan, so had not yet read the documents, and several took away the frequently asked questions (FAQs) printouts. It was reported that the leaflet distribution publicizing the open days seems to have been rather sporadic – some residents had received two, some had not received any. It was also reported that several residents went to the Town Hall initially instead of the Hub as they thought the Town Council offices were based there (a notice was duly placed on the door of the Town Hall).

- Preparation for Open Day due to be held on 24<sup>th</sup> March 2024:

Agreed the following regarding preparations for the next open day:

- a) Town Clerk to verify the maximum capacity for the Hub (fire regulations) prior to the next open day on 24<sup>th</sup> March.
- b) Town Clerk to arrange for the next open day to be publicized again via social media, with a payable 'boost' to the Facebook post, targeting residents of the Bingley area and including the younger generation.
- c) Town Clerk to arrange for a notice to be placed on the Town Hall building directing residents to the Hub.
- d) Town Clerk to amend the FAQs to include:
  - (i) An explanation of the distinction of planning classes.
  - (ii) An outline of the Neighbourhood Plan process following the Regulation 14 consultation.
  - (iii) Whether the Plan is amendable once it is adopted.
  - (iv) How long the Plan will last for.
  - (v) Clarity over Bingley Pool (to outline that it is a Bradford Council owned building, however the Town Council have successfully had it listed as an Asset of Community Value (ACV), with an explanation of ACV status).
- e) Town Clerk to arrange for further FAQ handouts to be printed out for next time, as well as hard copy survey and feedback forms.
- f) To have a representative of the Town Council to 'meet and greet' as residents enter the Hub building.
- g) Town Clerk to contact the Sixth Forms at the two local secondary schools to ask if the staff and Sixth Form pupils would like to attend.

It was confirmed that Councillors Forrest and Truelove have sent apologies in advance for their lack of attendance at the next open day.

- Response to date to survey:

It was reported that there have been 16 responses received to the survey so far, with only two supplementary comments, which were noted. Agreed that the survey to be publicized again, and the link included, in the further social media posts.

#### **2324/63 Next Meeting of the Neighbourhood Plan Working Group**

Provisionally agreed that the next meeting of the Neighbourhood Plan Working Group to be held on Wednesday 17<sup>th</sup> April 2024 at 6.30pm at the Hub, pending the availability of the consultant **[it was agreed via email following the meeting that the next meeting to take place on Tuesday 16<sup>th</sup> April 2024 at 6.30pm in the Hub, with the consultant joining via Teams].**

#### **2324/64 Exclusion of press and public**

There were no agenda items from which the press and public were excluded under the provision of the Public Bodies (Admission to Meetings Act 1960 s1 (2)), due to their confidential nature.