

# BINGLEY TOWN COUNCIL



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

## Minutes of the Neighbourhood Plan Working Group meeting held in the Hub, Myrtle Place, Bingley on Monday 4<sup>th</sup> April 2022

<b>Councillors present:</b>	<b>Beckwith, Gibbons, Williams</b>
<b>Non-member Councillors in attendance:</b>	<b>None</b>
<b>In attendance:</b>	<b>Eve Haskins (Town Clerk), Lee Searles (LS, Consultant)</b>
<b>Non Councillor members present:</b>	<b>John Dekker (JD), Michael Taylor (MT), Tony Urwin (TU)</b>
<b>Members of the public:</b>	<b>None</b>

**Start: 6.30pm**

**Finish: 9.10pm**

### **2122/34 Apologies for Absence**

**Resolved** to receive apologies, and to approve the reasons for absence, from Councillors Carney, Dawson and Truelove, Andrew Quarrie and Martyn Weaver.

### **2122/35 Disclosures of interest**

None received.

No written requests for dispensation received.

### **2122/36 Minutes**

**Resolved** to confirm as a correct record the minutes of the meeting held on 20<sup>th</sup> January 2022.

### **2122/37 Public Participation**

None.

### **2122/38 Review and Feedback on Revised Plan Document from Consultant**

LS reported the following regarding the Revised Plan Document:

- Section 1: confirms the area for the Plan; original area defined is included.
- Section 2: defines the role and scope of the Neighbourhood Plan; LS has added a new section summarising the key requirements set out by the Neighbourhood Planning Policy Framework (NPPF).
- Section 3: discusses Bradford Council's Local Plan's context for the district; LS highlighted that the Plan cannot promote less development than the Local Plan, and should seek to remain in conformity with the Core Strategy (Bradford Council are still preparing their emerging Local Plan, therefore we need to adapt where necessary to ensure we are adhering to that).
- Regarding timescales: the emerging Local Plan extends to 2038, therefore it makes sense to align with their emerging Plan while remaining in conformity with current Plan.
- Section 4: covers the requirement to consider the need for a Strategic Environmental Appraisal (SEA) to support the Neighbourhood Plan. Councillor Gibbons reported that a meeting was held with an AECOM representative last week, who advised that it is not likely that we will need a SEA however this will go out to consultation.
- Section 5: considers how the Neighbourhood Plan has been prepared to make a contribution to the achievement of sustainable development; this section is still to be populated with each of

the policies in the Plan, to show how they meet the objectives (e.g. economic, social, environmental), to make it clear to the examiner that the Plan is meeting the NPPF sustainable objectives.

- Section 6: describes the consultation and engagement carried out with the community in the development of the Neighbourhood Plan; LS stated that it would be useful to have the notes/responses from the Town Council's consultation events held previously (2019) – agreed that the Town Clerk and JD to liaise regarding locating these to send onto LS.
- Section 7: discusses the history and character of the area as an important context and setting for the Neighbourhood Plan; LS explained that this originally covered solely the town of Bingley, therefore the original section that covers the larger area of Bingley parish has been brought into this. This section is now very long compared with the rest of the document however can usefully be edited. It was discussed whether to include the history of Bingley and the surrounding villages in the appendices at the end of the document; LS emphasized that some history of, and the relationship between, the villages need to be included, and agreed to edit this to include some of the history in the appendices and retain some in this section.
- Section 8: discusses the current social, economic and environmental characteristics of the Neighbourhood Area; LS will update this section to include data from the 2021 Census once published in the summer (e.g. house price and housing stock).
- Section 9: discusses key challenges and opportunities to propose a draft vision and key development objectives for the Neighbourhood Plan; LS explained that quite a lot has been changed in this section, capturing the essence of economic change etc., and also changed the vision to be outcome focused (it should not be about actions but how you want the place to be by the end of the Plan period, therefore this has been added). The vision should flow out of all the other aspects of the Plan also, therefore LS advised to keep it where it is in this section, and to be reproduced elsewhere in the Plan if desired (e.g. on the front page etc.).
- Discussed whether a tourism aspect should be included (including Five Rise Locks, Myrtle Parks etc. as well as the close proximity to Haworth, Saltaire etc.); LS advised that this would be a new piece of work, which should not be focused upon now, could bring in new objectives in the future when adding to the Plan.
- Section 11: provides policies to contribute to the delivery of objectives to make significant improvements to the town centre; LS explained that this section is a good example of a specialised set of policies based on evidence taken from the Design Code, Masterplan etc. Needs to emphasise that the town centre needs to be a better quality public space, with more activity, and how this will be achieved; should be a straight reference to the technical work that has been done. LS has tried to capture what the Plan wants to achieve, distinguished from the wider aspirations, and cross referenced to the Design Code. The part of the town centre chapter that includes a list of enterprises dated November 2018 needs updating – JD agreed to work on this.
- Section 12: provides policies to contribute to the delivery of objectives to create an attractive environment for new businesses and new investment in the area; LS still needs to write up a policy regarding encouraging start up businesses so this will be revisited.
- Section 13: regarding connections for walking and cycling, e.g. including the canal as a linear route, this could also focus on the distinctness of the surrounding villages and how they can be connected, to open up the prospect of green infrastructure. LS advised that key streets and links could be strengthened, drawing on the Masterplan and Design (this would need to be included prior to going out to consultation). LS to add a hook in the Plan to state that an audit of connections will be undertaken in the future.
- Section 14: provides policies to contribute to the delivery of objectives to promote the development of housing which meets identified local housing needs; LS used the previously prepared Housing Needs Assessment, however this is now years out of date: will have to see

how this fares in the consultation. Agreed that the wording to be changed to specify the percentage of houses with four or more bedrooms (no more than 10% on larger sites).

- Section 15: regarding the policies to contribute to the delivery of objectives to maintain and enhance landscape and heritage; LS went back to the original plans/Design Codes, Views and Vistas where the work has been done therefore the actual objectives are included in there. Regarding green infrastructure/existing landscape, LS advised that it would be good if the Town Council could create a policy regarding the green spaces in the town (e.g. in other places they have listed a green space from the town and the objective, therefore if a development comes forward it is evidence of the importance of the green space). Agreed to think about this, whether LS could create another hook in the Plan. LS suggested that, regarding maintaining and enhancing historic characteristics, could cross reference the text to the Design Codes (e.g. canal, St Ives' view) and that the Masterplan could speak to heritage. Could also address non-designated heritage assets (e.g. listed buildings), therefore have a policy on them and create a comprehensive list on the non-designated: MT and Councillor Williams stated that they had already done this, and identified 27, four of which were removed. LS advised that it needs to be emphasised why each asset/feature is of interest, why any future development should preserve/restore/enhance this; also need maps for this section so examiners can easily identify the features (LS to check whether Ordnance Surveys maps need to be included in this section and scale etc.).
- Regarding Special Character Areas: agreed that Cottingley to be removed from this section.
- Regarding the policy on Views and Vistas: LS advised that it should be added that proposals should avoid spoiling views, therefore although minor impact may be allowed, we should seek to minimise significant adverse impact; Councillor Williams agreed to amend this section to add an extra explanation why each view/vista should not be spoiled, LS to provide him with some description for the boxes for each one.
- LS confirmed that the drafting is nearly complete, should take about a week, although more information is required for the appendices: LS to add strategic chapter at the beginning that acknowledges wider elements that are relevant and outlines out why the Plan has been set out in this way. Still require work on: green spaces/maps; Views and Vistas to be completed; heritage section to be completed; Milner Field element needs completing; Plan to be tidied up/paginated – LS to use AECOM Masterplan to do this, to add in words and hooks, and to tweak the data to provide a better pen portrait of environmental/social aspects in Bingley.
- All agreed that once completed the draft Plan to be sent to Iain Cunningham at Bradford Council for his input prior to submitting for Regulation 14 Consultation.

**2122/39 Special Area Character Elements of the Neighbourhood Plan**

This item deferred to the next meeting.

**2122/40 Community Aspirations Element of the Neighbourhood Plan**

This item deferred to the next meeting.

**2122/41 Project Plan**

This item deferred to the next meeting.

**2122/42 Next Meeting of the Neighbourhood Plan Working Group**

The next meeting of the Neighbourhood Plan Working Group will be held on Wednesday 4<sup>th</sup> May 2022 at 6.30pm at the Hub, Myrtle Place, Bingley, with the consultant attending via Teams.

**Actions from agenda item 2122/38:**

- Town Clerk and JD to liaise regarding locating the notes/responses from the Town Council's consultation events held previously (2019) to send onto LS.
- LS to edit Section 7 to include some of the history in the appendices and retain some in this section.
- LS to update Section 8 to include data from the 2021 Census once published in the summer (e.g. house price and housing stock).
- JD to update the list of enterprises (from 2018) in Section 11.
- LS to revisit Section 12 to write up a policy regarding encouraging start-up businesses.
- LS to add a hook in the Plan to state that an audit of connections will be undertaken in the future (Section 13).
- LS to change the wording to specify the percentage of houses with four or more bedrooms in Section 14 (no more than 10% on larger sites).
- LS to check whether Ordnance Surveys maps need to be included in Section 15 re the local assets/features, including scale etc.
- Councillor Williams to amend the Views and Vistas policy to add an extra explanation why each view/vista should not be spoiled: LS to provide him with some description for the boxes for each one.

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