

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 Monday 10th October 2022

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

Start: 6.30pm

Finish: 7.35pm

2223/27 Apologies for Absence

Resolved to receive apologies, and to approve the reasons for absence, from Councillor Truelove.

2223/28 Disclosures of interest

None received.

No written requests for dispensation received.

2223/29 Minutes

Resolved to confirm as a correct record the minutes of the meeting held on 23rd August 2022.

2223/30 Confidential items to be discussed in confidence after item 2223/36

Resolved to agree to discuss in confidence item 2223/33b, following exclusion of the press and public, due to its sensitive nature.

2223/31 Public Participation

None.

2223/32 Review and Feedback on Revised Plan

The revised Plan circulated by LS was discussed, and the following highlighted:

- LS reported that since the last meeting he has undertaken the following main changes on the Plan:
 - Finalised the main area re BING1 re the different types of facilities that the Town Council wish to protect, which he had originally advised to pare down, however the Working Group wished to keep these in therefore LS has retained them all however separated the different types of facilities into rational lists; also suggested that it could be shown how the facilities cluster around village centres, showing clusters of facilities in each area – a mapper would need to do this.
 - Incorporated the changes sent through by SW to show the walking/cycling routes from Cottingley to Bingley centre (still to be amended to clarify the lines on the map).
 - Socio-economic information amended to incorporate indices of local deprivation and information from Bradford Council, due to lack of updated Census information.

- Addition of reference to adopted policies and the National Planning Policy Framework (NPPF), including a table at the front showing the NPPF and clear, easy reference to each point, cross referenced to each chapter.
- Also previously discussed Visions and Objectives: need to ensure that every chapter makes reference to this.
- Plan reformatted to ensure it is clear and easy to follow.
- Were still awaiting further information from Aecom on amendments to technical package and SEA: SW reported that Aecom has advised that the amendment package has been approved, SW to contact them to ensure that the original town centre boundary is used, rather than the Bradford Council boundary.
- Noted that the final amendment still to be done is to insert the consultation responses from land owners/green spaces owners: SW reported that all addresses for these have now been located apart from the fountain on Spa Lane (Town Clerk awaiting a response on this), therefore need to compose two letters, one for the buildings/structures and one for the green spaces, linking to the Plan in a website repository. LS advised that not all owners may need contacting: to liaise with Iain Cunningham at Bradford Council to obtain some advice here.
- Also need to include evidence of the correspondence trail from all agencies contacted re the SEA (e.g. Historic England): Town Clerk to contact Locality and Aecom to obtain these and send to LS to incorporate into the Plan.
- Agreed that the Town Clerk to amend the Plan to correct typos, as directed by PG, TU and SW.
- Agreed that SW to make amendments to the Plan re number 18 missing from map (page 80).
- Agreed that input to be received from the designers/printers of the Plan before deciding whether more maps are required.

2223/33a Regulation 14 Consultation

SW confirmed that Regulation 14 Consultation cannot be progressed until the Plan is completed. Agreed that further discussion is needed on how consultation will work, e.g. online events, face to face events, etc.; SW to contact Ilkley Town Council members to gain their input and advice on this issue.

2223/34 Project Plan

Noted that the Project Plan delayed again, due to necessary updates to the Plan: agreed that do not envisage progressing to Regulation 14 Consultation until 2023.

2223/35 Next Meeting of the Neighbourhood Plan Working Group

The next meeting of the Neighbourhood Plan Working Group will be held on Monday 28th November 2022 at 6.30pm at the Hub, Myrtle Place, Bingley, with the consultant attending via Teams.

2223/36 Exclusion of press and public

Resolved to agree that members of the press and public be excluded from item 2223/33b under the provisions of the Public Bodies (Admission to Meetings Act 1960 s1 (2)) during consideration of items of a confidential nature.

2223/33b Regulation 14 – quotes for design/printing

Resolved to agree to recommend to the Full Council that quote 3 is pursued for the design/printing of the Plan (£3,000 required).

Actions:

- **Agenda item 2223/32: SW to contact Aecom to ensure that the original town centre boundary is used in the update, rather than the Bradford Council boundary.**

- **Agenda item 2223/32: Town Clerk to compose two letters, one for the buildings/structures and one for the green spaces, linking to the Plan in a website repository, to be sent to all landowners/structure owners.**
- **Agenda item 2223/32: LS to liaise with Iain Cunningham at Bradford Council to obtain some advice re initial consultation with land/structure owners.**
- **Agenda item 2223/32: Town Clerk to contact Locality and Aecom to obtain the evidence of the correspondence trail from all agencies contacted re the SEA (e.g. Historic England) and send to LS to incorporate into the Plan.**
- **Agenda item 2223/32:**
- **Agenda item 2223/32: Town Clerk to amend the Plan to correct typos, as directed by SW and TU.**
- **Agenda item 2223/32: SW to make amendments to the Plan re number 18 missing from map (page 80).**
- **Agenda item 2223/33a: SW to contact Ilkley Town Council members to gain their input and advice on this issue.**
- **Agenda item 2223/33b: Town Clerk to include on the Full Council agenda the recommendation from the Working Group to opt for quote 3.**

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