

**Minutes from Aberford and District Neighbourhood Development Plan
Management Group meeting of 2nd July 2015**

Attendees

Tom Robbins

Mike Dando

Mike Oakes

| Agenda Item | Description |
|-------------|---|
| 1. | <p>Apologies</p> <p>John Barker, Keith Dunwell, Ruth Reed. Derrick Mills had resigned from the group. There had been no response from Margaret Lloyd or Shereen Lloyd</p> |
| 2. | <p>Minutes of Last Meeting</p> <p>It was agreed that the minutes were a true and accurate record of the meeting held on 1st June 2015</p> |
| 3. | <p>Funding</p> <p>Aberford & District Parish Council's funding request for £7,000 from Groundwork UK had been approved. The window during which we can use the money is from the 7th July 2015 to 7th January 2016. ACTION: Aberford & District Parish Council need to send a letter of appointment to Mike Dando. This may be based on the details of work to be carried out in Mike Dando's original letter to the Parish Council.</p> |
| 4. | <p>Questionnaire</p> <p>61 questionnaires have been completed, around 10% of the questionnaires issued. All paper copies had been keyed into Survey Monkey and the results were reviewed. The vast majority of responses were in favour of the policies. The top 3 priorities identified for the Community Infrastructure Levy were</p> <ul style="list-style-type: none"> • Refurbishment/rebuilding the Village Hall • Local Shops • Highways network improvements <p>Overall the results were very encouraging and show that the intended policies reflect the views of the community. ACTION: Mike Dando to analyse the results and comments and make recommendations to the group for amending the intended policies based on the comments.</p> |
| 5. | <p>SHLAA Sites</p> <p>There have been no updates since the last meeting.</p> |

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| 6. | <p>Project Plan</p> <p>The plan is still on target against the recent project plan. Mike Dando will analyse the results of the questionnaires and feed back to the group with any recommendations for amendments based on the results of the survey and any changes in legislation. The group needs to start gathering information on the public consultations taken to date in preparation for the consultation statement.</p> <p>ACTION: MO to contact Sharon Ockleton to request any NDP paperwork she still has.</p> <p>ACTION: MD to forward TR/MO a template as an example.</p> |
| 7. | <p>Boundary</p> <p>A meeting was held in Garforth on 9th June to discuss the land within the Parish but beyond our plan's boundary. It was agreed that this group believes that from all previous discussions that all the land within the Aberford & District Parish but excluded from the Aberford NDP should be included in the Garforth plan.</p> <p>ACTION: Aberford & District Parish Council to feed back any relevant details from the meeting on 5th June via KD, RR & JB.</p> <p>ACTION: MD to forward the notes he has re attempts to discuss the land south of the M1 with the Garforth group.</p> <p>ACTION: Aberford & District Parish Council to confirm how much of the land within their Parish but not within their Neighbourhood Plan should be included within the Garforth Plan.</p> |
| 8. | <p>Village Design Statement (VDS)</p> <p>This group is awaiting a response from Mike Dando's memo to Aberford & District Parish Council re their plans for the continuation of the VDS. This group believes that relevant elements from the VDS should be incorporated into our NDP to give them greater weight but that there was no key benefit in continuing to work on the VDS. Emphasis had been given to the VDS when it wasn't clear whether the NDP would carry on but now the NDP is moving forward resources would be better deployed in working towards a successful NDP than in amending the VDS.</p> |
| 9. | <p>A.O.B.</p> <p>Declaration on interest forms were outstanding.</p> <p>ACTION: TR to reissue forms. ALL to return them at the next meeting.</p> <p>The Aberford & District Parish Council website did not have all the NDP information on that had been on the NDP's standalone website.</p> <p>ACTION: KD, RR, JB to follow up with the Parish Council clerk to find out who is responsible for maintaining the website. Terms of reference were still not available.</p> <p>ACTION: MO to obtain a copy.</p> |

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| | <p>TR asked whether we needed to recruit any members. Mike Dando suggested any new members would still benefit the group. It was suggested that Daniel Overend from the Parish Council should be invited to join the group.</p> <p>ACTION: Group members to ask if anyone else would like to join the group.</p> |
| 10. | <p>Date of next meetings</p> <ul style="list-style-type: none">• Thursday 6th August 2015. To be held at 7:30pm at Pearce Bottomley Architects, Roman Ridge, Aberford.• Thursday 3rd September 2015. To be held at 7:30pm at Pearce Bottomley Architects, Roman Ridge, Aberford. |