

Minutes from Aberford and District Neighbourhood Development Plan Management Group meeting of 4th May 2017

Attendees

Tom Robbins (Chair), David Howson, Michael Oakes, Ruth Reed, Mike Dando,

Agenda Item	Description
1.	<p>Apologies</p> <p>Keith Dunwell, Andrew Hogg, Daniel Overend, David Gluck, David Cliff</p>
2.	<p>Minutes of Last Meeting</p> <p>It was agreed that the minutes were a true and accurate record of the last meeting.</p>
3.	<p>Funding</p> <p>Locality had confirmed to TR that they had received the return detailing expenditure of their grant for last year. TR will liaise with KD to make a new application for a further grant of £6,000 for this financial year. This would need to be spent by the end of December 2017.</p>
4.	<p>Project Plan</p> <p>LCC had suggested some dates for a workshop to discuss the potential impact of the Parlington Development on the Neighbourhood Plan. The group decided that 19th June 2017 would be the most convenient date. Mike Dando will pass this on to LCC.</p> <p>The group discussed dates for the Regulation 14 Pre-submission consultation and publicity part of the plan. This was a statutory 6 week period. The group agreed that this should run from Friday 30th June to Friday 11th August. This was slightly behind the existing Project Plan timescales but given the need to format and print the plan and have the workshop with LCC these were the earliest feasible dates.</p>
5.	<p>LCC Workshop</p> <p>Various dates had been discussed and Monday 19th June was the only date when everyone was available. MD agreed to put this date to Ian Mackay on behalf of the group. RR, MO, DH & TR will attend the workshop with MD.</p> <p>The Workshop will last around 2 hours and cover an update from LCC on the Site Allocations Plan for Parlington, where Aberford's NDP is in general terms and more specifically the NDP's chapter on the Parlington Development, any other issues and what the next steps will be.</p>
6.	<p>Draft Plan</p> <p>Tom Robbins read out a draft Foreword for the plan. He will send this out to MD and the group.</p> <p>The group reviewed draft 9 with Mike Dando. Key points were.</p>

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	<ul style="list-style-type: none"> • <i>Policy E2 Local Green Infrastructure:</i> The River Crow could be removed from this policy as only a very small section was outside the Leeds Strategic Green Infrastructure area. MD will write the details for the appropriate appendix. • <i>Policy E3 Candidate Local Wildlife Sites:</i> The sites on this list were covered by Leeds Habitat Network and/or the Candidate Local Green Space policy and therefore would have sufficient protection. • <i>Policy E4 Local Green Space:</i> As the previous policy E3 had been removed this would become policy E3 • <i>Schedule of Maps:</i> Mike Oakes to send details to Tom Robbins • <i>Appendices:</i> MD had renumbered the Appendices. MO is completing the outstanding assessments and details. <p>It was suggested that the PC hold a special meeting on 8th June 2017 to approve the NDP in time for the statutory 6 week consultation process to start on 30th June with any minor amendments made (resulting from the LCC workshop) agreed at the Parish Council meeting on the 20th June 2017.</p> <p><i>Design Costs:</i> At the previous meeting Mike Dando had provided an informal indication of costs for map work associated with and the design, formatting and printing of the finished NDP. MD's original suggestion was that he sub-contract this work out to his associates and manage/coordinate it as he had done previously with some of the work on the Parlington SAP (with the agreement of the PC). PC had subsequently decided that all the required work would be through separate contracts between the PC and the 3 individual design, mapping and printing contractors but coordinated by Mike Dando. Time has now moved on without action on this decision and the timescale was now too tight to involve associates. It was therefore agreed that MD should undertake all work bar the printing and have his existing appointment extended to include this work and that this would be put to the PC at the next meeting. MD would then be able to complete this work. The required printing would still have to be farmed out and it was agreed that MD manage this on a sub-contract basis in order to keep all the work 'under one roof' and in keeping with his normal working relationship with the printer in question.</p>
7.	<p>A.O.B.</p> <p>None</p>
8.	<p>Date of future meetings (open to all)</p> <ul style="list-style-type: none"> • Thursday 1st June 2017. To be held at 7:00pm at Pearce Bottomley Architects, Roman Ridge, Aberford • Thursday 6th July 2017. To be held at 7:00pm at Pearce Bottomley Architects, Roman Ridge, Aberford • Thursday 3rd August 2017. To be held at 7:00pm at Pearce Bottomley Architects, Roman Ridge, Aberford

Meeting closed 9:30pm