

**Minutes from Aberford and District Neighbourhood Development Plan
Management Group meeting of 7th March 2013**

Attendees

Mike Oakes	Steve Piper	Tom Picton-Phillipps	Keith Dunwell
Ruth Reed	Dave Duddell	Tom Robbins	Paul Hancock
John Barker			

Agenda Item	Description	Action
1.	<p>Apologies</p> <p>Sharon Ockleton, Richard Maltby, Ray Alderson, Ian Forster, Suzanne Phillips, Margaret Lloyd, Derrick Mills, Shereen Lloyd</p>	
	<p>Parlington Estate</p> <p>As a supplementary item at this point, Mike introduced Neil Holliday of Laws & Fiennes, the Land Agents for the Parlington Estate owners, who had contacted the Parish Council and asked if he could attend one of our meetings to give the group an outline on some of the proposals or potential uses for part of the estate over the next 15 years.</p> <ol style="list-style-type: none"> I. Neil has been involved with managing the Estate on behalf of the owners for all but 3 of the last 30 years. II. Neil showed the group a map detailing the land owned by the estate. The estate covers approximately 2,200 acres of which 540 acres are woodland. There are some residential properties on the estate and the largest part is rented out as farmland. III. The land was bought from the Gascoigne family in 1963 and is now owned by Prudential Pensions. IV. The majority of the land is designated Green Belt. V. The estate owners took into the account the views outlined in the Aberford Masterplan when drawing up proposals for potential future use of the estate. VI. Neil showed the group some details of suggestions the Estate has made to LCC for the land use. These included the SHLAA sites on the land (already in the public domain) and also some general suggestions for parts of the Estate which are not covered by the SHLAA scheme nor have any applications gone in for development of these other areas. VII. The Estate owners expressed their desire to work with the village (through the Parish Council) to enable both parties to benefit from any potential changes to the Estate. The Estate in its current format is not sustainable in that the costs of running the Estate exceeds income from the Estate. The Estate would therefore like their land to have both 'leisure' and 'renewable energy' designations to increase the potential for future use. Members of the group expressed their fears of what this may mean but Neil stressed that there are no specific plans to change the use of the Estate (e.g. to turn the estate into a Themed Park or a Golf Course). 	

**Minutes from Aberford and District Neighbourhood Development Plan
Management Group meeting of 7th March 2013**

	VIII. The Estate has been seen as a long term investment by the owners.	
2.	<p>Declaration of Interests</p> <ul style="list-style-type: none"> i. None applicable for this meeting ii. Sharon Ockleton to confirm listings at next Aberford NDP meeting (this item was carried forward to the April meeting). 	Sharon Ockleton
3.	<p>Minutes of the previous meeting and any matters arising.</p> <ul style="list-style-type: none"> i. Amends from the January minutes – correction of spelling for <i>Derrick</i> (Mills) and <i>Dave</i> (Duddell). ii. Rachael Archer has resigned from the group. Mike has thanked Rachael for her contribution to date. iii. Sharon had issued the Feedback gathered by Tom at the Open Day iv. Steve has added the FAQs and SHLAA definitions etc to the website. v. Mike to ask David Gluck for a copy of the list of businesses within our boundary (David collated a list while preparing the VDS) vi. Sharon had passed the LCC SHLAA site Feedback on to Steve and he has uploaded this to the website. vii. The Infrastructure Group has held a meeting. This will be covered in item 5. 	Mike Oakes
4.	<p>Leeds City Council update</p> <ul style="list-style-type: none"> i. Mike Oakes confirmed the date for the next Project Board 2 meeting as 11th March. Mike is unable to attend but will pass on details of the meeting to this group once the minutes have been received. ii. An updated SHLAA delivery timeline had been received from LCC. Mike Oakes had previously issued the revised timeline to the group. 	
5.	<p>Parish Council update</p> <ul style="list-style-type: none"> i. The Village Design Statement discussion has again been moved forward to a future Parish Council meeting. 	
6.	<p>Sub Committee updates</p> <p>Comms group:- Members present: Steve Piper, Ruth Reed, Keith Dunwell.</p> <ul style="list-style-type: none"> i. The Questionnaire Summary had been issued by Steve ii. The Aberford NDP website has been moved from the Parish Council website to allow Steve to be able to continue maintain it. The new site for the plan is www.aberfordplan.com. iii. It was agreed that subject to approval by the Parish Council 	Steve

**Minutes from Aberford and District Neighbourhood Development Plan
Management Group meeting of 7th March 2013**

	<p>(Steve will ask the PC via Marolyn Piper), that we should set up a general email to enable members of the public to contact the group via the website. This would expedite any queries to us and reduce work for the new Clerk to the Parish Council. If the PC is happy for us to set this up then we will make it clear that our new email address is purely for NDP queries and not PC queries. We should also suggest that prior to making a query people refer to the FAQs on the website. Mike & Steve would deal with any queries received via the email or pass them on to the appropriate person or sub group if necessary. It was suggested that we set up aberfordplan@gmail.com as the contact email address (subject to PC approval).</p> <p>iv. Steve gave an update on the Group's recent meeting. It had been suggested that we should present a summary of the questionnaire results via a newsletter. It was agreed that the Comms Group (through Steve) would write up the summary, Tom would give an update on the Infrastructure Group's findings from the Feedback received at the Open Day and Mike would write a summary of progress to date and note what our group does/doesn't do (e.g. we do not decide on planning applications).</p> <p>v. Steve has drawn up some ideas on the questionnaire for businesses and will issue a draft to the main group for comment and suggestions.</p> <p><u>Community Profile and Infrastructure group:-</u> Members present: Tom Picton Phillips, Dave Dudell,</p> <p>The group had held their meeting, but the VDS was still not available. The group had not been able to access the draft VDS in a format which they could use. Mike agreed to send Tom the draft VDS in pdf format.</p> <p>i. It was felt that, in the light of the change to the re-drawn boundary for which the Plan is to be prepared, and the number of houses proposed to be built in the new area, there were no relevant considerations for the major utilities of Gas, Electricity and Water. However, contact should be made with the utility companies to ascertain what plans, if any, they may have and to obtain confirmation that there would be no impact on existing infrastructure if development did take place over the next 15 years. It was suggested that the Group contact Ian Mackay of LCC to see if he could offer any contacts with the utility companies and Tom to ask Sharon for her contact at Clifford as their Parish has already had contact with the utility companies. We are however reaching the limit of the abilities within the group and may well need to request the support of Consultants in the future.</p> <p>ii. Public Transport is a concern but this is already under consideration through Councillor Robinson's survey of</p>	<p>Piper</p> <p>Mike Oakes / Steve Piper</p> <p>Steve Piper / Tom Picton-Phillips / Mike Oakes</p> <p>Steve Piper</p> <p>Mike Oakes</p> <p>Tom Picton-Phillips</p>
--	--	--

**Minutes from Aberford and District Neighbourhood Development Plan
Management Group meeting of 7th March 2013**

	<p>existing Bus Services. Public Transport will be reviewed after the outcome of Councillor Robinson's work is known.</p> <p>iii. Faster Broadband and better Mobile phone coverage are a concern but the group was not sure that these issues are for this group to be concerned with but they would be noted and reviewed again.</p> <p>iv. So far as Community Profile is concerned, our main source of information should be the Village Design Statement once this is available. Data obtained from Leeds City Council does not relate specifically to Aberford but groups the village with other communities.</p> <p>v. Finally, it was agreed that the group needs a clearer set of priorities from the main group.</p>	
7.	<p>SHLAA sites Update</p> <p>i. A revised planning application had been submitted for the The Village Hall site. This is for 5 'executive' houses and a new Village Hall. At their recent meeting the PC stated it did not approve of the application and passed that on to LCC. Our group does not make comments on individual planning applications but members had been free to make comments in their own right and in the normal way as has any resident.</p>	
8.	<p>Any Other Business</p> <p>i. Mike had issued clarification of the SHLAA process and our Group's role. This was due to some misunderstanding by members of the public (e.g. it was thought by some that we made decisions on planning applications).</p> <p>ii. The Upper Eden NDP plan was having its referendum on the day of our meeting and the result of the vote was anticipated within a couple of days (note, the Upper Eden NDP was passed at referendum)</p> <p>iii. The group (via the PC) had received a request from a lecturer at Leeds Metropolitan University to talk to our group about the NDP and specifically the boundary issue. Mike will contact the Lecturer.</p> <p>iv. Parish Councillor Paul Hancock gave his apologies for the next 6 meetings</p>	Mike Oakes
9.	<p>Date of next meetings</p> <p>i. Thursday 4th April 2013. To be held at 7:30pm in the Oriel Room, St Ricarius Church, Aberford.</p> <p>ii. Thursday 2nd May 2013. To be held at 7:30pm in the Oriel Room, St Ricarius Church, Aberford.</p>	