

# Aberford & District Neighbourhood Development Plan Management Group

## Minutes of the Group Meeting of 5 September 2013.

### Attendees

Steve Piper	Keith Dunwell	John Barker	Ian Forster
Mike Oakes	Tom Robbins	Margaret Lloyd	David Duddell

### **1. Apologies**

Ruth Reed.                      Shereen Lloyd                      Sharon Ockleton

### **2. Minutes of previous meeting held on 8 Aug 2013 & Matters Arising**

Mike Oakes confirmed that the Group "Dropbox" facility is currently accessible by Steve Piper, Shereen Lloyd & Sharon Ockleton, who in turn are able to provide access to other Group members as need arises.

Updates are otherwise included within relevant sections below.

### **3. Leeds City Council**

Ian MacKay has expressed a desire to attend our October Group meeting.

**Action Point:** Steve Piper to confirm invitation to Ian with date/directions etc.

### **4. Aberford Parish Council**

No items to report.

### **5. Planning Aid UK: Meeting with Mike Dando on Mon 9 Sep**

Steve Piper confirmed that a meeting with Mike has been arranged in the Oriel Room on Monday 9 September commencing at 7:30 p.m. Mike has asked that attendees have a copy of the Agreement Form issued by Locality confirming the terms on which support to the Group has been granted. (*This has already been circulated around the Group by e-mail*). SP expressed some concern that Mike has responsibility already for a number of Groups (17 mentioned to date, and increasing) which might compromise his ability to provide support to us. Also, some of the proposed timescales in the various tasks mentioned in the Agreement look generous. However, we await with interest what Mike has to say to us.

**Action Point:** SP promised to circulate notes from the meeting to Group Members as soon as possible thereafter.

### **6. SHLAA Sites Update**

Planning Application submitted Dec 2012 relating to Site 3319 (Land at rear of Village Hall) remains outstanding.

### **7. Consultation Event 2**

Some discussion took place around this and it was agreed that:

- November 2013 as a target date for the exercise is too optimistic. We will aim for Jan 2014 instead
- The first part of the exercise will concentrate on defining the follow-up questionnaire to be distributed to residents, with a target completion date of mid October. A separate meeting will be held then (**Action Point:** SP to arrange) to collate, discuss and finalise the questionnaire.
- The second part (beyond mid October) will look at preparation of a covering Newsletter, in a timescale to permit the consultation to proceed in Jan 2014.
- The objective of Consultation Event 2 is to collate sufficient information, additional to that obtained from the Jan 2013 event, to enable us to prepare a Draft Plan.
- For the questionnaire, the Comms Group have already agreed to take the Housing & Retail segments. Employment will be covered by Mike Oakes. Community/Leisure/Greenspaces will be covered by Tom Robbins & David Duddell.

### **8. Other Business**

None

### **9. Date of Next Meeting.**

Thursday 3 October, 7:30 pm in the Oriel Room, St Ricarius Church, Aberford.