

Minutes from Aberford and District Neighbourhood Development Plan Management Group meeting of 2nd February 2017

Attendees

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

Agenda Item	Description
1.	<p>Apologies</p> <p>Andrew Hogg, David Howson, Daniel Overend, Keith Dunwell, David Gluck</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>At the last Parish Council meeting Councillors had agreed to allow the transfer of unused monies set aside in the current year for Mike Dando's work on the Parlington Development to be used to cover the shortfall of costs in this years NDP work. Currently there is around £140 left form the Locality grant but it was anticipated that this would be taken up paying for the printing work carried out by Tom Robbins whilst producing work for the Informal Consultation Process.</p> <p>At the last Parish Council meetings Councillors had also agreed that the NDP group could make an application for a grant from Locality for up to £6,000 to cover NDP costs incurred during the next financial year and to make that application at the start of the next financial year.</p>
4.	<p>Project Plan</p> <p>Given the amount of additional work created by the recent Site Allocation Plan for the Parlington Development it was agreed that the project plan would need to be amended. Leeds City Council had offered to host a workshop in March to discuss the development and its impact on the NDP. It was agreed that the plan's timelines would be partly dictated by the outcome of that workshop but in any event the formal consultation couldn't now take place until June. The Parish Council would need to decide upon the level of detail relating to the Parlington development that would need to go into the NDP. This was covered in greater detail under item 6. In the light of this additional work the group agreed to the revised plan timescales.</p>

Minutes from Aberford and District Neighbourhood Development Plan Management Group meeting of 2nd February 2017

5.	<p>Informal Site Consultation</p> <p>Letters had been sent out to all the landowners. The deadline for a response is 19th February 2017. After the deadline the Parish Council Clerk will send the responses to Tom Robbins and Mike Dando. Newsletters were in the process of being delivered to residents within the Parish.</p> <p>Drop-In Event</p> <p>Preparations were underway for the Informal Site Consultation Drop-In Event which will take place in Aberford Village Hall on Sunday 5th February 2017. David Cliff, Ruth Reed and Mike Oakes will be present at the drop-in.</p> <ul style="list-style-type: none">• Tom Robbins will produce a large map of the whole NDP Area with the individual sites identified• Tom will also set up each folder containing the relevant documents.<ul style="list-style-type: none">○ Relevant NDP extracts○ A4 maps of each individual site• 30 Response forms would be available• Ruth Reed will take a register to record the names of those attending and a book to record any queries from members of the public.
6.	<p>Draft Plan</p> <p>The Parlington Development section will need updating. A revised Allocations Plan has gone to Leeds City Council ready for consultation in February/March. More details of the revised allocation plan will be forthcoming soon. The Parish Council needs to determine the level of detail the NDP will go into relating to the Parlington Development. There are three choices for the Parish Council to consider</p> <ul style="list-style-type: none">• Adding Key Points/Principals only (e.g. what benefits the village might have from planning gains)• No mention of the Development, remove the section completely.• Full details. The problem with this is that until a detailed planning application is available the group will not know exactly what the development will consist of. This would delay the plan even further and add to the cost. Also, if the plan added more detail relating to the application it would not be finished before potential work would start on the development. This means that work would start before any of the policies had come into effect and they would not be taken into consideration in the development. Also, the development's plans may change over the next few months, waiting to have a final picture could lead to a delay of another 18 months in the NDP and it would still only

Minutes from Aberford and District Neighbourhood Development Plan Management Group meeting of 2nd February 2017

	<p>have a minimal impact on the development.</p> <p>The group <i>recommended</i> that the Parish Council's approach should be to include key points/principals in the NDP. The workshop with LCC which is planned for March would allow the group to identify as many of the key points/principals as possible. This would allow the NDP to continue with minimal delay. This will be put to the Parish Council at its meeting on 21st February.</p> <p>The NDP group also felt that the Parish Council would benefit more if as many Councillors as possible were able to attend the workshop once it has been organised.</p> <p>As agreed by the Parish Council, Mike Dando sent a copy of draft 5 to Ian Mackay at Leeds City Council for informal consideration. Mike Dando has now received Ian Mackay's comments and these had been circulated to the group prior to the meeting.</p> <p>The group agreed to let Mike Dando make the appropriate amendments to the wording in the NDP and return it to the next meeting for approval. It was noted that some of Ian Mackay's comments had already been incorporated into the plan after the discussion which took place at the last NDP meeting.</p>
6.	<p>A.O.B.</p> <p>None</p>
6.	<p>Date of future meetings (open to all)</p> <ul style="list-style-type: none"> • Thursday 2nd March 2017. To be held at 7:00pm at Pearce Bottomley Architects, Roman Ridge, Aberford

Meeting closed 8:40pm