

# GARGRAVE PARISH COUNCIL

## Minutes of the Gargrave Neighbourhood Plan Working Group

Wed 24 June 2015

Gargrave Village Hall

**Those present:** Chairman Edward Bartle, Chair of Parish Council Peter Ward, Pr Cllr Janet Turner, Mike Palin, Michael Bland, Jane Drake, Rufus Drake, Anne Hargreaves, Louise Kirkup of Kirkwells and Pr Cll Clerk – Kath Ashby.

- 1. To receive apologies for absence** from David Syms, Ian Maxwell and Chris Lloyd.
- 2. Residents' feedback following Village Engagement event on 30 May 2015: initial analysis and comments from Kirwells:** Edward Bartle told the meeting that we had a very successful Village Engagement event on the 30<sup>th</sup> May. We had 99 forms back at that time. Cllr Janet Turner advised the meeting that this now stood at 113. There had actually been 104 forms back but 113 names. A discussion then took place on whether if there are two names and signatures on one form, this constitutes as one or two comments. Edward Bartle suggested that maybe the group should re-visit the forms with two names on them.

Cllr Janet Turner gave the figures to the meeting.

G2/1	29 supported	5 opposed
G2/2	32 supported	7 opposed
G2/3	34 supported	6 opposed
G2/4	27 supported	20 opposed
G2/5	21 supported	20 opposed
G2/6	33 supported	7 opposed
G2/7	22 supported	24 opposed
G2/8	26 supported	29 opposed
G2/9	23 supported	5 opposed
G2/10	39 supported	12 opposed
G2/11	35 supported	7 opposed

Cllr Janet Turner then passed around the meeting the Responses – Section 1 Form and advised the meeting that Chris Lloyd would be very pleased to see so many people supported his vision for the Village. Section 2 and Section 3 were also passed around the group.

Louise Kirkup told the meeting that they now need to make a decision, which sites are going into your draft plan.

Edward Bartle he hoped that by Aug/Sept the Draft Plan would be finalised and put to the Parish Council for approval. In September 2015 - formal consultation with the village for 6 weeks (under Schedule 14 of the Neighbourhood Planning Regulations). By October 2015 resident's feedback again considered, plan amended again and submitted to CDC. A Consultation Statement will be published alongside the amended submission of the Plan explaining how representations have been received and used to influence the content of the Plan. November 2015 the submitted Plan will be published for a further six weeks public consultation by CDC under regulation 16 of the NP regulations.

Louise Kirkup stated that she did suggest the group make some decisions or recommendations and test it.

A discussion then took place on whether to have another door drop. Edward Bartle suggested this could be a form, which could contain a map of the sites that are suitable based on the feedback. Perhaps a Précis and a map but not as detailed as before.

Cllr Janet Turner told the meeting that they needed to wait until we received the Highways results back. English Heritage is also a consultation body, which would carry a lot of weight.

Rufus Drake advised the meeting that he felt another Consultation Day would confuse the issue. Cllr Peter Ward said that they did a letter drop – leaflet (Neighbourhood Plan as we see it) we cannot do any more than that.

Cllr Janet Turner pointed out that all the new documents are now on the website, and we can refer people to these.

Edward Bartle asked if he could suggest that the group go through each site and take a vote whether to include in the next Neighbourhood Plan. Louise Kirkup suggested going through the highest range first and rank in order of popularity.

G2/3 and G2/11 are the most popular and have the highest ratio.

G2/10	3 <sup>rd</sup>
G2/6	4 <sup>th</sup>
G2/2	5 <sup>th</sup>
G2/1	6 <sup>th</sup>
G2/9	7 <sup>th</sup>
G2/4	8 <sup>th</sup>
G2/5	9 <sup>th</sup>
G2/7	10 <sup>th</sup>
G2/8	11

Some sites have no comments at all.

It was agreed for the Parish Council to send a letter to the new owners of Knowles House, to ascertain if they still wish for their site to be included.

Cllr Janet Turner told the meeting that there was correspondence received from the owner of the Trout Farm on Marton Road, asking for the rest of his site, other than the chalets to be considered in the Neighbourhood Plan. This correspondence was attached to his comments form on the Engagement Day event. Louise Kirkup dictated a suitable response to this resident, for the Clerk to send out this week.

**3. Advice and comments from Kirkwells regarding next steps with the Neighbourhood Plan:**

Edward Bartle asked Louise Kirkup, if she would now go away and produce the Consultation Document. Louise Kirkup replied that she could not do this yet, as she needed both Stephen Brown's and the Highways comments first of all. She then asked for a volunteer to look at the Historic records, and Landscape assessment held with NYCC. At Northallerton have map based information showing old fields, Roman findings which could impact on the sites. Edward Bartle asked Louise to send him the details and confirmed he would then speak to Chris Lloyd to see if he would be willing to take on this task.

Edward Bartle told the meeting that the next step was to finalise the Plan with preferred sites in it and then do the consultation on that. So by September the plan would be passed to the Parish Council for approval and then it will be public soon afterwards. Therefore the group must get the information over to Louise Kirkup by the 17 August 2015 which will include the Northallerton information and everything. Louise Kirkup will finalise the plan by 28 August 2015. This will go to the group who will hold a meeting planned for Wednesday 2 September 2015. The plan will then be forwarded to the Parish Council for their approval at the October Meeting on the 5<sup>th</sup>. Clerk to book the necessary rooms.

Louise Kirkup advised the Clerk that she would send through templates for letters during the Consultation process which maybe useful. She also advised the group that they needed to plan a meeting to decide the preferred sites the group wish her to include in the plan. She needs a clear steer from the group in writing which sites they wish to include and why. Rufus asked about timescale and Louise suggested a phasing in and build a review period into the plan of five years.

**4. Confusion in the village about the NP – clear message needed:** Email received from a Mr C Woodhead who advised he did not know when we were voting and that there seemed to be some confusion in the village. It was discussed whether we could put together a simple message to place in the Parish Magazine, on the Noticeboard and the website.

The meeting decided that the information was available on the PC website if people cared to look for it and so no further action was needed.

5. **Feedback from the meeting with Highways on 27 May 2015:** We are still awaiting this feedback.
6. **To approve the minutes of GNPWG meeting on 22 May 2015:** The minutes were approved, Mike Bland proposed and Rufus Drake seconded. All in favour.
7. **Matters arising from the minutes of the meeting on 22 May 2015:** None.
8. **Any other business:** None.
9. **Date of next meetings:** Wednesday 12 August 2015 and also Wednesday 2 September 2015.

There being no other business, the meeting closed at 10pm.