

GARGRAVE PARISH COUNCIL

Minutes of the Gargrave Neighbourhood Plan Working Group Wednesday 25 February 2015 @ 7.30pm Gargrave Village Hall

Those present: Chairman Edward Bartle, Chair of Parish Council Janet Turner, Pr Cllr David Syms, Cllr Peter Ward, Chris Lloyd, Ian Maxwell, Anne Hargreaves, Mike Bland, Mike Palin, Jane Drake, Rufus Drake, Louise Kirkup, Kirkwells and Pr Cll Clerk-Kath Ashby.

1. Apologies: None received.

2. Matters arising from minutes on 21 January 2015:

Nothing raised from these minutes. Mike Palin abstained, as he was not present at the meeting. Edward Bartle proposed, Cllr Janet Turner seconded. All in favour.

3. Matters arising from meeting on 4 February 2015:

Several amendments were requested and a paper copy of certain amendments was passed over to Cllr Janet Turner from Rufus Drake. Cllr Janet Turner confirmed she would make these amendments and would re-circulate the 4 February Minutes to the group.

Cllr Janet Turner told the meeting that the Parish Council contacted Stephen Brown about the Land Registry again and reminded him and we have now received a response. We decided not to use the £6 a time option for each search. The Clerk is making enquiries with the Land Registry for different options that might be available to Parish Council.

Chris Lloyd advised the meeting that when we eventually decide on the sites we should arrange to have a meeting with Highways to discuss these in detail.

Cllr Janet Turner told the meeting that CDC has to produce a Cumulative Highways document in March this year. Louise stated that obviously we are not Highways engineers.

Mike Palin advised the meeting that he had circulated the flow diagram relating to the NP development. Unfortunately some people had not picked it up and the diagram had been unstable in electronic transmission. He agreed to Chris Lloyd's suggestion to re-produce it in a pdf format and re-circulate.

4. Discussion and comments on Kirkwells' Draft Neighbourhood Plan.

Edward Bartle told the meeting that he was hopeful everyone had now had chance to read through the document and make comments.

Discussions took place as the group began to go through the document. Mike Palin told the meeting that he felt we were in danger of raising expectations by the way the Plan was being presented. The Government National framework that has

been brought down to the guidelines of the local authority means that the Neighbourhood Plan is even more restricted than people realise. People will think that once we have the Plan, we can control everything that is going on. People need to know what the limitations are.

As the Group looked through Page 3 of the document, Edward Bartle asked if anyone had managed to find or take any suitable photographs. These would be useful for the engagement event planned for September. Louise Kirkup explained that these can be photos of things around the village, employment, maybe go through some as a group and decide which ones would look best in the Plan document and on the front cover. Louise Kirkup said that it was an attractive village and it would be really useful to show photographs within the document. These however must be electronic ones, which can be sent through to Kirkwells, once decided upon.

Edward Bartle asked Louise Kirkup when she envisaged the first draft of the Plan would be ready. Louise explained that the draft plan could be published without a formal discussion. Once everyone has gone through the draft and the amendments have been made and the group are happy with the document, get it out there.

Edward Bartle asked Louise Kirkup how are your typing skills with regards time to create the documents? Louise said she could do this fairly quickly, in about a couple of days. We are looking at Spring for the Site Assessments and April doing the informal consultation and the questionnaire.

Looking through Page 5 it was discussed that the map we had was of poor quality and we needed to go back to CDC and ask for a pdf.

Anne Hargreaves confirmed to the meeting however, that this was a correct map and did show the designated boundaries. Edward Bartle asked the question, was he correct in thinking that this is what we are working with. Rufus Drake asked for clarification on the map and Anne Hargreaves explained in detail to Rufus.

Each individual Parish Council need to apply for a Public Sector Mapping Agreement. You are then given a 10 digit number and legally to prove that you have the licence you should really quote this PSMA Licence number.

Louise Kirkup asked Chris Lloyd if he could provide her with a clearer copy of the map or a jpeg. Chris Lloyd agreed to do this.

Mike Palin informed the meeting that growth was an important aspect of any Neighbourhood Plan and should be emphasised in the literature.

Looking through Page 9 - section 4.1.3 was discussed. Louise Kirkup felt that a firm sentence would be quantitative. Edward Bartle asked that we leave this up to Louise Kirkup's judgement.

4.2.2. Housing Numbers were discussed. The final allocation would depend on CDC. Around 75 is likely to be the maximum and we work on that. The group agreed to amend this section to read – around 75 new houses and dating reference of local plan. Louise Kirkup explained to the meeting that it was not necessary to allocate up to 75 houses in your plan.

Anne Hargreaves made a declaration of interest as Stephen Brown has approached the Company she works for to price for some work.

Cllr Janet Turner asked if we mentioned how we advertise the Call for Sites. Edward Bartle confirmed that this is mentioned in the Narrative.

Chris Lloyd told the meeting that he has now written to the National Park three times for clarification on green spaces and they have so far ignored his requests.

Cllr D Syms pointed out to Louise that the Bowling Green had been missed out and that also the Playground was owned by the village.

One of the aspirations for the village would be disabled access at the Railway Station.

Going through Page 15 – Vision for Gargrave, Chris Lloyd confirmed he has prepared a note of the description of the village. Edward Bartle told the meeting that he was happy to use what Chris had already prepared.

On Page 17 it was agreed by the group that the Clerk email Stephen Brown to ask for an update on the following.

Demographic update from the University of Leeds.

Strategic Housing Market Update.

Employment Land and Retail Study

Cumulative Highways Modelling document.

A discussion took place on the different sites and which should be excluded as green space, where there are no other buildings around them.

Cllr Peter Ward told the meeting that his understanding of a green space is land that is not enclosed by any other properties. It was discussed that the National Park would support protection of areas abutting the National Park. Cllr Peter Ward proposed that sites 22,25,28,29 and 30 should be included in the list of green spaces because they were open at the back towards the National Park. This was agreed that the Chair noted the sites for inclusion.

Cllr Janet Turner read out to the meeting a letter received from NYCC on Common Land. Could we apply for areas to be considered as Common Land. Edward Bartle did not think this was the right time to do this.

On Page 30, the need for historical maps was discussed. Clerk to email NYCC and request these, for Gargrave only.

On Page 32, it was decided to give a list of all the views. Rufus Drake will look out the original information and email through to Edward Bartle.

Mike Palin to write out the notes on A65/routes/sustrans. 360 degree views.

Whilst going through Page 34, Cllr David Syms suggested that we obtain a new map.

Rufus Drake felt that this does not fit the MPPF. Edward Bartle suggested that he send an email to Louise Kirkup. Anne Hargreaves told the meeting that she has already communicated with her regarding this. Rufus Drake told the meeting that this needs to be amended and asked for this to be minuted accordingly. He told the meeting that there was no excuse for not doing it as well as we can.

Mike Palin asked if he could make a suggestion that a Checklist be prepared and this maybe shown as an Appendix to show correspondence between CDC Policy by number and Gargrave's policy by number. Edward Bartle to prepare this.

5. Brief report from GPC re: response so far to Call for Sites

The Clerk passed over one set of completed forms from an Agent to the group following the recent Call for Sites

6. Draft Narrative: comments and amendments for finalised version to be published on the website and submitted to CDC.

Edward Bartle asked if anyone had any more amendments for the Draft Narrative.

Rufus Drake confirmed that he had an amendment and he will email this over to Edward Bartle this week.

Edward Bartle confirmed that once all amendments had been made to the Narrative he would circulate to the group and also the Parish Councillors. This would then be sent to Stephen Brown at CDC and also placed on the Website.

7. AOB

Rufus Drake said he wished to ask the question again – by who and how were sites to be allocated in the Neighbourhood Plan? Mike Bland replied that this would be decided by a Referendum as previously discussed.

The next meeting was confirmed as Wednesday 18 March 2015 at 7.30 pm

The meeting closed at 10.34pm