

# GARGRAVE PARISH COUNCIL

## Minutes of the Gargrave Neighbourhood Plan Working Group Wednesday 23<sup>rd</sup> October 2013

**Those present:** Chairman Siobhan Jose, Vice Chairman - Edward Bartle, Chris Lloyd, Michael Bland, Charlotte Burke, Anne Hargreaves, Emma Davies, Parish Councillors Janet Turner and David Syms,.

### **1) Apologies for absence and previous minutes.**

Apologies were received from Peter and Beverly Ward

### **2) Web Page and Communication (Emma)**

Emma asked the group if there was anything else they could think of that might need including in the web page communications?

Siobhan added that when speaking to Stephen Brown, CDC, that once the letter of intention and map had been sent off there is then a 6 week period from then until the organization officially exists. Until then we are not an official body, so for this time not to publish the website and to keep it dormant.

Edward commented that a public meeting or consultation could not be held until the group was official and because of this the timing is crucial.

Anne said that realistically the focus was that before Christmas the group would hopefully become an official body but can't go public or live until then.

Edward suggested that it might be good to follow up with CDC in 3 weeks time to see how it was progressing.

Siobhan agreed and had already that in mind to do so. She continued that the National Park is happy to help and liaise with CDC. The National Trust have also offered help with maps and technical help etc.

Anne suggested that we could contact/use Urban Design maps as she has a contact there who would be interested in working with us on a Neighbourhood plan. This would be for a nominal fee and continued advise.

Michael aired worries why the group had not considered hiring a professional consultant to help us.

A discussion took place as to the costs of hiring consultants and the little amount of money that the NP working group may get to help with this. It was universally thought that consultants definitely were a good thing but on an as and when situation in the future of the group.

Emma's suggested to monitor National Park cause and effect.

Siobhan's information from Stephen Brown CDC was to build up a view of locality of people and find out our exact status on what we are allowed to do and not do. Is there any use contacting parishioners informally before the group go live?

Edward suggested that giving out right info at the right time is crucial and to be very careful about this.

Siobhan: General not informal process, getting everything ready for the release date, poster, leaflets, emails, consultation, website etc.

A stakeholders list updated of contacts through local businesses, landowners, venues for hire, feedback forms paper and electronically.

The recent email from Anne listing the timelines could be considered and people to volunteer to take on certain aspects of the list.

Anne suggested that a sub group of the working group to do the community engagement would work well and then to report back to the working group meetings.

Siobhan asked if everyone was happy with this process?

Edward said the final decision of the village would be at the referendum and once all sorted out and collated would reflect views.

Anne added that it was up to the working group to set the referendum date.

Siobhan asked if everyone was happy to work from that? All agreed.

She continued that she would ask Stephen Brown if it meets the requirements of process task etc. Are we on the right tracks?

Michael asked if CDC have got a local plan?

Anne said not.

Edward asked if it was right that 75 houses was the number that were to be built in Gargrave over the next 15 year?

A discussion took place on when planning deadlines fit in to this etc. this discussion continued.

### **3) Fundraising Options (Chris)**

There is a possible £7000 and another possible £9000 funding available on application for neighbourhood working groups to help with set up costs, hiring consultants, design reviews, specialists, printing and general costs incurred etc.

It was discussed to hold meetings in other locations that did not cost money as previously the Chariman of the Parish Council, Janet Turner said that this would be costing them money. It was suggested at having the meetings at a public house?

The Clerk raised a query that Parish Council meetings were not allowed to take place on licensed premises and wondered if sub committees/splinter groups came under the same umbrella? Clerk to check with YLCA (Yorkshire Local Council's Association).

Siobhan wondered if a separate fund account should be set up or should one be set up along side the Parish Council. Where would this money go? In to the general pot, wouldn't it be better separate? A discussion took place. It was agreed to have a conversation with Parish Councilor Janet Turner.

### **4) Any other business**

Emma linked back to the SHLAA, are there any further updates?

Anne said she believed that the SHLAA timelines are not being met at the moment and there have been no updates as yet.

Michael suggested that there is a duty of support from CDC to support on legal matters to the NPWG.

It was suggested to invite Stephen Brown from CDC to one of the working group's meetings to view the time line schedule and ensure us that we are working along the right lines etc.

It was agreed by all that we should invite him but not just yet until we have a clearer timeline. Anne to work further on the timeline.

Siobhan asked if everyone was happy with where we were at. There was a general opinion that this was agreeable.

**5) To agree on the next meeting date.**

The next meeting date is to be on **Wednesday 20<sup>th</sup> November** in Gargrave Village Hall at 7.30pm. Clerk to book the meeting room.

There being no other business the meeting closed at 8.50pm.