

# GARGRAVE PARISH COUNCIL

## Minutes of the Gargrave Neighbourhood Plan Working Group Monday 17 November 2014 @ 7.30pm Gargrave Village Hall

**Those present:** Chairman Edward Bartle, Chair of Parish Council Janet Turner, Pr Cllrs David Syms, Peter Ward and Derrick Evans, Mike Bland, Chris Lloyd, Anne Hargreaves, Parish Council Clerk, Kath Ashby and two parishioners.

1. **Apologies:** were received from Dave Smith, Mike Palin, Emma Davies and Siobhan Jose.
2. **Matters arising from previous minutes:**  
Edward Bartle asked for his apologies to be added to the Minutes dated 22 October as he did not send these. Clerk to amend Minutes accordingly.
3. **Site Assessments** – Anne Hargreaves will circulate Kirkwell’s draft assessment criteria so that everyone can feed back their comments. AH also explained the process for Call for Sites and explained that we will publish our agreed criteria at the same time.
4. **Narrative** -Edward Bartle suggested that it would be better to have a meeting regarding the assessment criteria and the Narrative, rather than sending lots of emails with everyone’s comments on.  
After further discussion it was decided that a meeting would be the best option. Clerk to book a meeting room for Wednesday 26 November at 7.30. A parishioner explained that he has written and emailed to both Mr Sutcliffe and CDC as an objector as they cannot continue as they are, it is illegal. Edward Bartle told the meeting that he feels that we should aim to cultivate our relationship with CDC.  
Cllr Janet Turner did stress that we have had nothing back from CDC only an acknowledgement of our letter.  
Anne Hargreaves told the meeting that when we have our meeting with CDC, we will take Kirkwells with us.  
  
Edward Bartle told the meeting that his approach would be to have regular meetings with Stephen Brown explaining how we are progressing. He also told the meeting that he is quite willing to go down to the CDC Offices and ask for a few minutes with Stephen Brown and try and form a relationship with him.
5. **Any response from CDC re: queries sent to them.**  
Cllr Janet Turner agreed to take the three emails tomorrow down to CDC and ask for a response to these, accompanied by Edward Bartle.
6. a) **Employment needs within Gargrave – lack of evidence**  
We have pressed for evidence of the need for employment in the village from Stephen Brown but have received no response.

Cllr Peter Ward said in the last meeting with Stephen Brown he told us it was easier to do so alongside houses.

Mike Bland asked the meeting if we knew if there was a Government requirement.

It was discussed that Systagenix is one potential employment site but this could be one of a number of many sites and firstly we needed to get to the bottom of the missing evidence from CDC. Once we have this we then can apply a process as we are doing on the housing.

Chris Lloyd and Edward Bartle agreed to approach Michael Westlake and arrange a meeting with him to explore the potential demand for business or retail use in Gargrave.

**b) Systagenix response to query – follow up** – Cllr David Syms feels that they have almost said that they would consider our request. He also felt that GA009 would be ideal as against GA028 and GA029. Neville House could be re-built on GA009. The meeting then discussed different ideas and options.

**7. Communication – updating the Parish Council website re the Neighbourhood Plan.**

Cllr Janet Turner explained to the meeting that our IT man who designed the Parish Council website is quite willing to create a sub domain whereby Neighbourhood Planning matters and documents can be uploaded regularly. Cllr Janet Turner to arrange a meeting to get this under way.

**8. Timetable –**

Assessment criteria and Narrative by the end of November

Call for sites – Cllr Janet Turner to publish in Craven Herald and this

Will be a proper paid advertisement. It was suggested we ask Kirkwells for some wording beforehand.

Kirkwell's Site Assessment by January 2015

Neighbourhood Plan – Feb/March 2015

**9. Propose and confirm the next chair of the NPWG** – Cllr David Syms proposed Edward Bartle as the new chair and Derrick Evans seconded. All in favour.

**10. AOB** - A meeting just on comments and Narrative to be arranged for Wednesday 26 November 2014. Thanks were given to Siobhan Jose for all the work she has already done and for being an excellent chair.

**11. To agree date and time of next meeting** – The next Neighbourhood Planning meeting was arranged for Wednesday 17 December at 7.30pm

The meeting closed at 9.10pm

