

GARGRAVE PARISH COUNCIL

Minutes of the Gargrave Neighbourhood Plan Working Group Wednesday 18 March 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. To agree minutes of meeting on 4 February 2015.

Rufus Drake had an objection and wished for an amendment to be made to these minutes. Cllr Janet Turner amended these accordingly. Edward Bartle asked the meeting if everyone was now happy. All in favour.

3. Matters arising from meeting on 4 February 2015.

None raised.

4. To agree minutes of the meeting 25 February 2015.

Jane Drake handed over a written amendment to the Clerk which she asked to be included in a paragraph on page 3. Clerk to amend this paragraph accordingly. Mike Palin also handed over an amendment to page 1 he wished to be included. Clerk to amend accordingly.

5. Matters arising from the meeting 25 February 2015.

a) Edward Bartle proposed that now we have the flow diagram that this be put onto the website along with the first flow chart and the one prepared by Kirkwells.

b) Edward also advised the meeting that Rufus Drake had kindly produced a map showing the SHLAA sites and the views.

Chris Lloyd expressed concern at this map as we do not want CDC to come back and say that we are not using their map and not modify. Louise Kirkup suggested that she can do all the maps we require as they have PSMA access to all parishes. Ian Maxwell also expressed concern that we should not reproduce maps without the permission of CDC as we do not want any come back. Cllr Janet Turner pointed out to the meeting that we did ask Rufus Drake to do this.

Edward Bartle told the meeting that if this was just for our own purposes, all should be well.

Louise Kirkwell will reproduce this map.

c) Louise Kirkup volunteered that they usually do a checklist when undertaking neighbourhood plans to cross reference with the Local Plan, hence no need for either Mike Palin or Edward Bartle to undertake this task. Louise also confirmed that she had received the information e-mailed by Mike Palin relating to the Neighbourhood Plan.

6. Report from Kirkwells regarding progress on site assessments and The Draft Neighbourhood Plan.

- a) Louise Kirkup advised the meeting that Kirkwells were underway with site assessments and likely to be completed in the next two to three weeks. Louise suggested that the meeting in April (after Easter) should be a working group meeting to discuss site assessments and selection only.

Louise said she would recommend that the group consider some or all of the sites in the Neighbourhood Plan. Consider different options, possibly one or two particular sites. Following that, the group would make a recommendation in the draft plan with the preferred option sites. Finally the Parish Council would, on recommendation of the steering group look at the evidence and come up with a conclusion. There will be guiding figures of how many houses on each particular site.

- b) It was suggested that a workshop be arranged just looking at the sites and the scoring and then plan a Village Consultation meeting shortly after Easter. Louise Kirkup pointed out to the meeting that they should make sure CDC are kept informed that the draft plan is emerging and can you start the screening process.

Cllr Janet Turner suggested that a meeting with Stephen Brown is arranged. Rufus – timescale – we have the time to do this and still have our sites allocated as CDC will not be consulting until 2016.

- c) Louise Kirkup felt that we should aim for the consultation in May, we should have a draft plan for consultation by July and we could publish quite quickly. Rufus Drake added that he felt we have time to do a thorough job and we will still be in time.

Louise Kirkup suggested that the draft Neighbourhood Plan be sent to Stephen Brown and Henry Cumbers. They could use this for initial screening for environmental assessment. The meeting decided that Louise Kirkup should go ahead with this.

Edward Bartle asked if we could contact Stephen Brown and ask for a meeting with him.

Chris Lloyd said he thought we should also arrange a meeting with Highways.

- d) Cllr Janet Turner told the meeting that a few of the group had met with Simon Smith of Windle Beech Winthrop last week so that he could assist in classifying the agricultural land sites in the village. He had initially graded these sites from the office but when he walked around them, immediately changed his mind what classification these should be.

Louise Kirkup told the meeting that she had used the same process as Simon Smith.

Clerk to chase up Windle, Beech Winthrop tomorrow.

A discussion took place on flood risk and Anne Hargreaves suggested that flood risk should be removed from the criteria and classified by flood zones. If more detail is eventually required, we will involve a technical specialist.

7. Site selection process: Robust framework required. Who should be involved? Exclude members with potential conflict of interest. Advice from Kirkwells.

No-one would be conflicted out?

a) Mike Palin said it is going to be a collective decision within the group. Anne Hargreaves told the meeting that consultation is the bedrock. There is no way we are going to do anything that the village is not behind.

b) Louise Kirkup explained to the meeting that a declaration of interest from everyone in the group needed to be placed on the website, with names and addresses. It is difficult but by taking that responsibility it gives you a lot of power. Rufus Drake said it is your right to abstain. Mike Bland felt that we should not lose sight of the potential conflict of interest.

Cllr Peter Ward told the meeting that his big worry was Site GA20 and when was this work likely to start. It has already gained planning permission and it would be good if it could be included in the plan.

c) Edward Bartle told the meeting that Louise Kirkup now tells us that the numbers that have been built since the Craven Plan has been started would count as part of our allocation of sites. Any sites that had been started before our Neighbourhood Plan could count.

Mike Palin explained to the meeting that he has already sent round an official document that goes out to planners that stated that effectively no planning permission should be given if there is a Neighbourhood Plan in development and that is a reversal of what was said twelve months ago.

The rule is different on affordable housing, there will be a requirement to include a small amount of affordable housing. 10 being the threshold. Louise Kirkup explained to the meeting the process on how they calculate affordable housing within a plan.

d) Rufus Drake said that we really need an answer about numbers prior to or after the start of new CDC and Gargrave plans. Cllr Janet Turner explained that Stephen Brown made the point when they met that when we spoke about site GA025 that we were coming under the old planning rules and it would not be included. The MPPF require a local authority to have an up to date plan.

e) Edward Bartle suggested to the meeting that we need a meeting with Kirkwells to discuss scoring.

Clerk to book a room for this meeting.

8. Parish Council update.

a) Correspondence was passed over to the group by Cllr Janet Turner in relation to certain proposed sites. Cllr Janet Turner also told the meeting that in future she felt

that correspondence should be an Agenda item as the Parish Council expect to be receiving more letters in the future.

b) Edward Bartle read out to the meeting a letter he had received from Mr Richard Morton concerning the Site GA025 querying how the survey results had been reached. His interpretation of the survey is completely wrong. Mike Bland suggested that a response is sent thanking him for his letter but stressing that we are still assessing sites.

c) A letter from Mr M Fenwick of the Coulthurst Trust was passed around the group and noted.

9. Next Steps

This has already been dealt with earlier in the meeting.

10. AOB

a) Ian Maxwell and Cllr David Syms confirmed that they had a look at certain areas which would be suitable to photograph but decided it would be better to leave them until the end for inclusion in the Narrative.

b) Chris Lloyd told the meeting that he thought three categories would make it more interesting:-

1. Photos with historical and archaeological content, perhaps some from the late Dennis French's collection could be used.

2. Ordnance Survey Maps – Chris Lloyd to do these.

3. Aspirational ideas in fifteen years' time.

There being no further business the meeting closed at 9.15pm