

**Action Minutes Neighbourhood Planning Team Meeting
Wednesday 17th May 2017
at the Station Hotel Guiseley, 7.15 pm**

1. Apologies and Present

Present

Jennifer Kirkby, Lynda Kitching, Liz Kirkpatrick, Charles Haig, Roger Halliwell, Frank La Corte, David Bowe, Richard Webster, Roger Hawkins, Phil Gomersall, Charlotte Hunter, Brian Broughton, Maureen Davies, Roger Davies.

Apologies

Stuart Andrew, , Graham Latty, Colin Campbell, Gordon Tasker, Phil Dawson, Theresa O'Brien, Clive Woods, Paddie Breeze, Kay Easton, Andy Graham, Robert Turner

2. Minutes of the last meeting and matters arising.

Clive Woods is organising a meeting with the relevant person who deals with the Leeds Transport Strategy to find out exactly what LCC's Plans are and particularly with regard to Aireborough.

Phil Dawson is looking into air pollution in the area with particular regard to traffic and standing traffic. In the meantime Robert Turner has come up with some figures on Nitrous Oxide pollution along Park Road Guiseley. ** EK to distribute these figures.*

The treasurer reported a second payment for the Urban Character project of £4,415 which finalises our DCLG grant. There have been some small donations from the website "Local Giving".

The minutes were accepted as a true record.

3. Update on the SAP hearing

A response was submitted to the last SAP Consultation in March. The SAP was approved by LCC Executive at the end of March, only days after the end of the consultation. LCC then submitted the plan to DCLG in early May. We are now waiting for a programme manager to organise the evidence for the hearings which will be in the Autumn, probably October. The website for SAP updates is here. <http://www.leeds.gov.uk/council/Pages/Site-Allocations-Plan-Submission-Draft.aspx>

4. Comments on Neighbourhood Planning in Leeds

A Leeds newsletter on Neighbourhood Planning had been distributed to ANDF members by email. Comments were invited. Discussion ensued, points made being that quite a lot of NPs that were well on their way were from only small settlements such as villages – Aireborough was a lot bigger and more complicated. Concern was expressed about the number of deleted policies on some of these small settlement plans. Doubt was therefore raised that a NP might have no influence at all if the inspector can delete policies. *The Aireborough Neighbourhood Plan will need to take advice on what could be included and how to word the policy. This might be from DCLG technical advice.*

Roger Hawkins attended the Leeds NP conference at Leeds Beckett University. He reported that Linton, with a population of 785 had got their plan through referendum only to be challenged by a major builder resulting in three legal hearings. Concern that if this was going to be replicated with other NPs then the process is going to become very protracted and involved. Advice from Ian MacKay was twofold: - Always have evidence to back up your policies and don't mix policies with projects. RH circulated some documentation from the conference on preparing a NP.

**EK to distribute electronic copy for everyone to have a good look at.*

5. Discussion on evidence. How do we turn this into policies?

Aireborough is an area undergoing fundamental change. The Neighbourhood Plan can be an instrument to guide that change. We now have a number of new evidence based reports the forum has produced, **landscape, ecology, urban character, housing need**, on which to base the aspirational policies to support the vision for the area previously done. The team discussed the best way to put forward policies that solved the issues and took account of the opportunities the area faced, whilst ensuring that there was community engagement. It was decided to

- a) a **draft policy intentions template** had already been produced and accepted at the last meeting
- b) create a number of theme teams to sift through the evidence and answer the issues raised by previous research and community engagement and detailed in the **Sustainability Framework Assessment** document.
- c) taking the output from b) organise a pop up urban room to consult with each geographical area in Aireborough.
- d) taking the output from c)organise an omnibus survey for households to put forward their opinions on options – funds would need to be raised for this
- e) write the policy proposals. (with professional advice on how this should be done)

This project plan would be circulated amongst team members for more considered comment. It was suggested that people might like to look at how other NP areas have achieved this step. When the plan was agreed the plan could be organized and timescales could be put on the different steps.

6.LCC Housing Target Review - Housing needs Aireborough Survey

Frank La Corte explained that Arc4 consultants appointed by Leeds, were running a housing needs questionnaire during May. *The team were asked to encourage people to respond to the survey as response rates to mailed surveys could be low.* Aireborough is a large area and there was concern that we get a reasonable sample for accurate results. **EK to email reminders to all members.*

On June 13th there will be an LCC meeting where the survey results will be available (FIC will attend). The eventual output will be three scenarios calculated by Edge Analytics and the Council will choose one. Their aim is to get this finalised before the SAP hearing in October. However the government

housing white paper may slow things down if it recommends a common methodology for calculating housing need which changes the method LCC have used.

7. Guiseley Summer Market – stall

A stall has been booked for the Guiseley Summer Fair on 25th June. It was thought that we should use the opportunity to raise awareness and try to raise funds at the same time. A picture quiz was suggested where contestants are asked to identify a photograph of architecture taken somewhere in Aireborough.

**EK to email for volunteers to man the stall through the day.*

9. Silverdale Allotments

The planning application on Silverdale Allotments was discussed. There were concerns on a number of issues, including access and flooding. In addition to the fact the application was premature and should be considered with the rest of the SAP. *Discussion with LCC Planning are ongoing.*

9. AOB

- RH mentioned various events being run by ACS and Rawdon Community Library.
- Charles Haig raised concerns about the service charges being put forward for the maintenance of the heritage features on the Naylor Jennings site – especially their affordability for the affordable homes.
- Brian Broughton commented that on his travels he had come across many new developments that had architecture sympathetic to the vernacular and that we seem to get bulk standard estate houses that could be anywhere. JK said that design policies would need to be put in the NP and that this was a purpose of the Urban Character study
- Robert Turner raised concerns by email about ‘overly legal’ changes to field access on Coach Road.
- RT also hoped that the ANDF Landcape Survey might have some positive effect as he and a number of others felt that neither LCC or BMCS care for the semi rural country areas under their control. And this was evidenced by the large amount of green belt both were wanting to take from the Aire and Wharfe valleys.

It was agreed that bi monthly meetings were acceptable given the current focus of the plan and people’s time commitments. Further meetings are planned for

Thursday 20th July,
Wednesday 13th September,
Wednesday 8th November
Wednesday 10th January.