**Garforth Neighbourhood Planning Forum**

**Minutes of the Steering Group Meeting**

**Monday 21st May 2018**

**Present :** J. Andrews**,** R. Clarkson, L. Crosland, B. Flynn, J. Lawn, S. McQuire, M. Tonks, R.Utley.,

**Apologies :** C. Coyle, C. Exley, J. McCormick, S. Williams

**Declaration of Interest**: None

**Minutes of last meetings ( March 26th and joint meeting with LCC planners April 23rd)** : Accepted

**Matters arising ( Items not on agenda** ) :A new application has been submitted for the clinic site, reduced to 6 dwellings. The secretary had responded to the NPPF consultation.

**Treasurer’s update**: R. Utley reported that the financial position remains the same. The gala pitch has been paid and the insurance is to be sorted. Once the possible date for the submission of the plan has been agreed then the treasurer will apply for funding from the Lottery and Locality again.

**Membership update** : J. Lawn has sent out an e mail to members requesting the completion of a new membership form to comply with the new data protection regulations. To date 100 members have responded, 5 have unsubscribed. More information is needed on the retention or disposal of the original membership forms. The newsletter has been sent to members. **Action : All committee members need to respond and complete the new form.**

**Writing group update** : B. Flynn reported they are awaiting a response from LCC planning on draft 5 . Comments will be included to produce draft 6 hopefully by the end of September. At this stage we will be working with David Gluck.

**Working group update**: S. McQuire reported that most pieces of work had been completed. Photographs of Garforth for the character assessments have been taken and will be sent to M. Norman. The household survey is being collated. R. Clarkson reported on a proposal from the Traders’ association to submit a request to LCC to grant permission for an additional car park at Townend. GNPF will be submitting a letter of support. Questions were raised on the operation of the carpark and concerns expressed that the present car parks may still be used for all day parking. M. Tonks suggested that the site be landscaped. **Action** : R. Clarkson to complete letter of support from GPNF.

**Parish Council update** : The written report from C. Coyle has ruled out taking our complaint to a Judicial review due to the cost involved. He has contacted the local ombudsman stating our concern about the process used by the electoral services and is expecting a reply within the next few weeks.

**Gala:** Decision agreed to focus on the Main Street Strategy and to seek opinions from Garforth residents. **Actions**: B. Flynn to suggest poster topics, R. Utley can print A3 posters. S. McQuire has a large map of Main Street. Need to record people attending as evidence- signing in book ? **Action** please let secretary know if you will be able to attend and help at the gala.

**AGM**: **Action** L. Crosland to confirm school holiday half term dates, R. Utley to contact the Gaping Goose for a suitable evening. Format – brief reports, election of officers followed by a social evening. All members to be invited but the expectation remains that attendance will be low. We may need to change the constitution. Action ; agenda item next meeting.

**AOB:** the secretary has received an e mail from Elaine Robinson (HS2). There will be an event in Garforth on June 28th. Further details available on their website. **Action** secretary to request further information on a question asked at their last meeting with us on reason why the route will run south of the M1 reducing Hawks Nest Wood ( our only natural greenspace typology identified by LCC planning )

The next meeting will be attended by a member of the Clinical Commissioning group. We could request and send specific questions before.

**Date of next meeting** ; Monday 23rd July.