**Garforth Neighbourhood Planning Forum**

**Minutes of Steering Group Meeting**

**Monday 26th March 2018**

**Present**: J. Andrews, C. Coyle, L. Crosland, C. Exley , B. Flynn, J. Lawn, J. McCormick, S. McQuire, P. Roberts,

**Apologie**s : R. Clarkson, M. Tonks, S. Williams

**Declaration of Interest** : None

**Minutes of last meeting** : Accepted

**Matters arising ( items not on agenda** ) : The notes from the HS2 meeting had been received from Elaine Robinson and passed to all Steering group members. Re: GPNF’s response to the LCC Revised Core Strategy consultation. We have concerns that there seem to be many contributions in lieu in the policies for greenspace and affordable housing. Our response to be put on the website.

**Treasurer’s update** : dated 27th March

 Both the Locality and Lottery funding has had to be returned as it cannot be spent within the allocated timespan. The balance now stands at £425.81

We can reapply for the Locality funding £5,000 and will need to consider carefully how we are going to proceed funding the referendum.

**Membership update** :

J. Lawn reported that a new member had joined. There is a new data storage law commencing in May. GNPF will need to inform all members how and where membership information will be stored. They in turn will need to respond and sign up as wishing to receive GPNF information. Mail Chimp ( the process by which we send out group e mails ) will be amending their information ,however this will involves additional work for the membership secretary. Concern was expressed that only 50% of recipients actually open up GPNF e mails so membership numbers may fall.

General discussion re the importance of keeping member’s interest as at present information sent mainly relates to planning applications. The original Facebook page is no longer relevant and needs to be removed and replaced with a closed group page.

**Action** B. Flynn and C. Coyle and S. McQuire to send J. Lawn monthly brief headline reports on topics of interest to members eg parking survey, directing them to the website . Starting this week. **Action** J. McCormick volunteered to seek more information on disbanding the present Facebook page and possible new group page , however we will need administrators. **Action** ALL to consider possible administrators to be approached.

 **Writing group Update** ;

1. Since the last meeting the Writing Group has met on 3 occasions – we met with David G. on 24th January, with Abbie M and Ian M on 25th January and by ourselves on 19th March.
2. The meetings with other people allowed us to talk through with them Draft 5. They provided us with numerous comments and suggestions. Abbie and Ian in particular, offered to do quite a lot of rewording for us and also to get views on particular sections from other LCC officers.
3. As a result of both meetings we are holding off on getting david to do any further work until we have the information / suggestions from Abbie and Ian.
4. Abbie and Ian have been invited to come to Garforth and speak to members of the Forum on April 23rd. With this in mind Sue has circulated a copy of Draft 5 so that people can view it prior to that meeting as their comments will probably be based on that.
5. Following our meeting Abbie sent us a link to the less than obvious part of the Locality website which talked about future funding; this seems to resolve the issue about Locality funding as we can apply again for further funding at the end of April.
6. At our recent meeting we talked about engaging with our new councillors after the May elections

We discussed the possibility of Main Street and its future being a focus for consultation at this summer’s Gala stall.

We discussed the need for someone qualified to write the Garforth Today section of the introduction to the Plan

**Working group update** :

The Industry Survey has been completed and distributed to local businesses. Thank you to J. Lawn for the distribution.The final report is stored on the website.

The Parking Survey has also been added to the website

Character Assessments have been completed and a draft of the final document has been produced for review. We are awaiting the photographs that will accompany the Character Assessment Report

A Character Assessment of the green spaces around Garforth using the same templates as those used in the town is on-going.

The Housing Needs Survey forms have almost all been keyed into a spreadsheet. Analysis of the data will commence when the 'stragglers' have been entered.

**Parish council** update ;

Following the Full Council decision to reject the petition for a Garforth Parish Council we have lodged a formal complaint with LCC.

This complaint has been responded to and we have asked for it to be escalated to the next Level ie an independent senior manager at LCC reviewing the complaint. We expect him to deliver his verdict this week.

We sent details of the complaint to the Local Government Ombudsman and they have indicated this is something they would look at once the formal complaint procedure has been completed.

Because there is a 3 month limit on taking our complaint to Judicial Review, we have already spoken with a solicitor who described the LCC decision as Perverse.

Depending on the LCC decision this week we will engage the solicitor to submit our complaint to a judge. The cost of the solicitor is £480, and to submit the compliant £154.

Proposals to apply for standing for the council as independents on a single ticket issue were not considered practical .

**GALA**: S. Williams requested conformation that we would have a pitch at the gala this year. The Writing Group have suggested that we focus on a ‘Main Street Strategy’ as this has to be included in our plan. **Action** S. McQuire to contact S. Williams confirming that we will take part but wish to be allocated a pitch facing towards the main arena.

**AGM**: Decision taken to change the format and hold a brief AGM for members at the Gaping Goose the last Monday in October combined with a social event afterwards. **Action** S. McQuire to book the Tudor room.

**AOB;**

1. There will be an additional steering group meeting on Monday 23rd April neighbourhood planning to discuss the plan to date. This will be open to all group committee members. **Action** ALL please read draft 5 and be prepared to ask questions.
2. J. McCormick requested more details on the refusal of the original clinic application **Action** S. McQuire to send relevant info. link to J McCormick.
3. J. Lawn reported on the preparations being made for the Tour de Yorkshire which this year is passing through Garforth.
4. J. Lawn wished it to be minuted that she had withdrawn her approval to the proposal to the vote to write to members asking for volunteers to stand for the council on a single issue namely a parish council for Garforth
5. S. McQuire reported that a second application had been made for the clinic site, details ore on the library notice board
6. S. McQuire reported that the DCLG National Planning Policy Framework draft was undergoing a consultation process. This document will set out national planning rules. We need to try and ensure that planning rules will be open and transparent as we have several concerns on planning decisions relating to Garforth. J. McCormick volunteered to help.

**Date of next meetings**

Monday 23rd April joint groups meeting with LCC planners 7 pm

Monday 21st May 2018 7 pm