**Garforth Neighbourhood Planning Forum**

**Minutes of Steering Group Meeting Monday 22nd January 2018**

**Present :** J. Andrews, R. Clarkson, C. Coyle, L .Crosland, C. Exley, B. Flynn, J. Lawn, J. McCormick, S. McQuire , P. Roberts, A. Tynan, R. Utley, S. Williams.

**Apologies** : M. Tonks

**Declaration of interest** : None

Minutes of last meeting : Accepted

**Matters arising** ( items not on agenda ) : The clinic site application has not been scheduled for discussion yet at the North & East Plans Panel. There is no conformation on the possible closures of either the Halifax Bank nor the Leeds Building Society. J. Lawn reported that the Forum member’s grandson had completed his project on community project questionnaire.

**HS2**: Elaine Robinson and her colleagues gave an update on HS2 and answered questions raised at the meeting, took notes , several of the questions involves further investigation before they can be answered. They are seeking to speak with as many community groups as possible and are willing to come again when we can arrange a wider community meeting.

**Writing group report :**

1.Since the last Steering Group Writing group has met once on December 18th.

This meeting was to allow us to comment on each other’s sections prior to drawing up the next Draft of the Plan. It took some time and we had to complete some work by email after the meeting.

2. We now have a new updated Draft, completed about 2 weeks ago.

3. We also discussed the need to have a unified structure to each section, the importance of revising the Policy statements and the need to get a professional to look at the overall format and begin thinking about how it might be presented for Reg 14 consultation.

4. We discussed funding. We were unclear about exactly what monies needed to be spent and by when. However we were not happy about paying David Gluck in advance. We felt we needed to explain our position to Locality and /or The Lottery with regard to timing and when we would need their money.

5. We agreed to arrange meetings with Abbie Miladinovic and David Gluck . We would send them the revised Draft in advance of our meetings and get feedback from them. Those meetings are scheduled for Wednesday and Thursday of this week. We hope that after the 2 meetings we will have a much clearer idea of where we are up to, how close to the final Draft we are and when we might want to engage a professional with regard to producing a final Draft.

6. I visited Garforth Academy in late December and gave a short presentation on the Plan to some of the Student Council. They appeared interested, especially the younger students. I left copies of the V+O with them and asked if it would be possible to return in the New Year to get feedback. I will email this week to see where we are with that.

7. Jo Wilson, who had been a member of the group for around a year, has decided to step down. She is struggling to balance various commitments. I’d like to have minuted my thanks to her for the hard work she contributed while part of the group.

**Working group report:**

1. The business survey results have all been entered into a spreadsheet and the results are being analysed.
2. The character assessments have been completed and a first draft of the character assessment document has been issued for review. The 7 area documents have been loaded to website. Can members review their own area for accuracy and suggest omissions. A list of 63 photographs required for the document has been produced. A greenspace assessment using the same templates is ongoing
3. Housing needs survey documents are being entered onto spreadsheets via the online form. This is turning out to be a very slow process.
4. There are updates to Education and Health that have still to be incorporated into the existing documents from those areas.

**Treasurer’s report** : Balance = £12,924.89

1. Lottery and Locality money needs to be spent by end of February
2. Locality funds for
   1. Consultant planner, preferably when work completed if possible during the next 5 weeks
   2. Room hire. Request invoices asap Action secretary
   3. Not discussed but will need Paper and ink, ? printer and newsletter delivery
3. Lottery funds for all the final consultation ( flyers, posters, banners )
4. Action B. Flynn to obtain a new timescale from David and Abbie and decide a date a few months later ( so not to put more pressure on individuals) Action S. Williams and R. Utley to organise publicity items
5. Action Treasurer will approach Lottery for either an extension or a return of unused and see if we can reapply.

**Membership report :** J. Lawn reported that membership remains the same at 530 members.

**Parish Council update**: C. Coyle explained that the Full Council meeting did not support our submission for a Garforth parish Council on the grounds that there was insufficient support and some electoral areas were opposed. We have difficulty understanding this conclusion as we were informed that at the second consultation stage the outcome would be based on the number of people supporting against the number opposing. The final count was 1150 supporting and 42 against , all in non Garforth electoral areas. A Guiseley petition was turned down because there were more people opposing than supporting. A Rawdon petition was approved although they removed the electoral areas not supportive. We had offered to withdraw the electoral areas opposing, , but despite written support from the deputy chief of the Yorkshire Local councils Association they implemented the decision of the general Purposes Committee without any further discussion.

We have the following alternatives:

1. Judicial review . We can obtain free legal advice first
2. We can start again with a new petition but is doubtful if this could be undertaken before the May elections in 2019 ( It took 19 months for LCC to reject our original petition )
3. We can implement our plan without the need for a first petition but still need to demonstrate support at the second consultation. How much support the council requires is unclear and is not published anywhere.
4. We can stand for council as all 3 seats are up for election this May. No costs to stand on a single issue manifesto

It was agreed to explore progressing a judicial review, once the official reasons for rejection have been published. It was also agreed by a unanimous vote to write to members asking for volunteers to stand for council on a single ticket issue, namely a parish council for Garforth.

**Site Allocation Plan Update** :This was not discussed due to time constraints LCC have revised their plan which has been adjusted to meet both the original housing targets and provide a 5 year land supply. They have proposed 1060 dwellings on less than half the original site. It is acknowledged that there will be community cohesion issues and the access will be onto the busy A63. The secretary gave everyone a copy of the Site Allocation Plan Revised Submission Draft Plan and asked for comments to be sent in order to produce a response to the LCC consultation which closes 26th February.

**LCC Clean Air consultation**: This runs until 2nd March 2018. All information is available via the LCC website. As a Forum we will be responding to this consultation and comments would be welcome from Steering Group members.

**AOB**: J. Andrews reported that there was to be a Leeds Parks Greenspace Forum AGM this Wednesday 24th January at the Civic Hall 6 – 8pm. This is the first time we have heard of this group and we need to ask for further information and meeting dates. One of the speaker topics is ’finding sponsorship for your green space’ Action Secretary to contact for further information.

J. McCormick will be attending the next General Purposes Committee meeting

Date of next meeting : Monday 26th March 2018