**Garforth Neighbourhood Planning Forum**

**Minutes of Steering Group** **Meeting**

**Monday 5th December 2016**

**Present** : J. Andrews, J. Blake, R. Clarkson, C. Coyle, L. Crosland, C. Exley, J. Lawn, S. McQuire, N. Mason, D. Pitchfork, P. Roberts, M. Tonks, S. Williams, J. Wilson

**Apologies** : J. Hall (LCC), R. Utley

**Declaration of inter**est : None

**Minutes of last meeting** : Accepted

**Matters arising** ( items not on agenda ): None

**Treasurer’s report**: Due to receive £200 from cllr S. McKenna, an application has been put in for £500 from the windfarm organisation and an application for £500 from the LCC small grants. The lottery application has been accepted £7,000 which we should be received by the end January next year.

**Membership report**: approximately 515 members of which 27 do not receive information by e mail. 26 members have offered to help and 22 offered to deliver. Membership is gradually increasing and at some point the work involved in communicating by hard copies will have to be delegated.

**Group reports**: Executive , Writing and Working group reports ( see attached ). No further queries/ comments. The Writing group have requested a joint meeting of all groups to attend a workshop to discuss the policies written to date .Date agreed for 23rd January 2017. **Action** Writing Group to re draft a Project plan.

**Engagement strategy**: As promised by Ian MacKay a suggested engagement strategy has been received. Due to meeting date change J. Hall (LCC) was unable to attend and explain. Agenda item for next meeting. It was interesting to note that we are already implementing many of the suggestions. Due to lack of suitable rooms we need to arrange dates for public consultations ASAP. March and June/July **ACTION** secretary. Agreed to have a stall at Garforth Gala 25th June next year. Also suggested that we could make enquiries to share an event at the Welfare Hall. **Action** treasurer.

**Planning consultations**: We responded to the proposed change of use of an A1 shop frontage to an A5 frontage( take away ) expressing concerns about parking issues, concentration of non A1 shop frontages on the parade and Main Street and the NPPF policies about planning decisions to reflect community health issues. Currently consultation for the removal of no 7 Wakefield Rd and replacing with apartments. Already concerns received from Highways and the Garforth flood group. Decision taken for GNPF to respond with our concerns. Several members attended the Stocks event and decision taken for GNPF to respond to the developers.

**Ward boundary review**; Consultation running until 10th January 2017. LCC proposal for current ward to remain the same. Review necessary to ensure that there are a similar number of electorate in each ward. However if planning proposals for Garforth proceed that Garforth alone would meet the necessary numbers for a stand alone ward. Decision taken to write a suitable letter to be sent to Forum members to use as they wish. **Action** secretary.

**AOB**

**DPP meeting 22nd November 2016**. To discuss review of housing targets and Models of housing delivery reports ( Available of LCC website). Housing numbers target essentially to remain until further information is received, suggestion that they could remain the same but accommodated with an additional timespan of 5 years ( until 2033). Noted that 1232b is still due for the first phase of development along with Parlington. Reports state that detailed planning briefs and masterplans are produced and consultations with neighbourhood planning groups. Need to clarify with J. Hall. **Action** secretary. Next meeting January 10th. Committee members needed to attend.

**OS maps**. Writing group needs to formally request permission to use OS survey maps, there m,ay be a charge. Action Secretary to send in signed application/ agreement form.

**Ramblers association** have identified a need for all footpaths to be recorded and adopted within the next few years or be lost forever. Action ongoing.

**Newsletter and pilot housing needs questi**onnaire. Please can all committee members complete the online form and sent in their comments . We need quotes for printing/ delivery **Action** treasurer. Questionnaire to be redrafted at workshop.

**Date of next meeting: Monday 23rd January 7pm. Joint meeting of Steering , Writing and Working groups**