

Notes from Neighbourhood Plan Meeting

23rd March 2016

Attendees: Janet Entwistle (JE), Jim Bolland (JB), Keith Pettitt (KP)

JB reported that there were currently 127 responses received back on the questionnaire of a total of 196. Paul Say was collating the responses.

The Parish Consultation was to be on 14th April: Paul was preparing a presentation of approximately 10 slides at 3 minutes per slide: JE offered to have a look at the slides before the meeting, but suggested no more than three points per slide. She thought the 10 topics for the slides were spot on.

JE could inform Parish Consultation on the status of HBC's Local Development Plan, and how our Neighbourhood Plan would fit with it, her role in developing this, and take any questions that may arise. She suggested this be after Paul's presentation.

Discussion took place on potential next steps: these could include the following:

Visioning Workshops

A fuller presentation of results

Prioritisation of objectives

Examination of other Neighbourhood Plans (Highways, Housing, Heritage etc)

JE detailed the status of HBC's Local Plan: the consultation had slipped until Autumn 2016. It was envisaged the whole project would complete in 2018. The Strategic Housing Market Assessment is a key component and care was being taken to ensure there was sign up from all the major stakeholders. At present all the 400+ sites for building in the LDP have been put forward by Developers. As yet HBC have not had to put forward any sites. The impact on Rocliffe & Westwick was seen to be minimal currently: The Reed Boardall site expansion had already been given approval. The only other site was that of Devil's Arrows. Our plan should consequently, seamlessly fit in with HBC's and we should arrange to complete by the end of 2017.

Regarding the referendum by residents at the end of our Neighbourhood Plan process, JE confirmed that 50% + of respondees would constitute a majority.

Regarding appointing consultants JE suggested that we look at the Commissioning Consultants document on the "My Community" website. Regarding procurement of consultants, JE suggested a draft brief be prepared and a list of consultants (minimum of 3) be selected. Locality, Leeds City Council website and contacting others doing Neighbourhood Plans eg Knaresborough and Collingham & Linton could provide direction on this. If we reviewed another Neighbourhood Plan similar to ours i.e for a small community, then we could call them and ask them what their Consultant did? As the Neighbourhood Plan has statutory demands it would be good to involve consultants early in the process. They may be prepared to come and discuss our requirements early on in the process. It was suggested that we would require a fully broken down, costed response.

JE advised that we look at other briefs that have been prepared.

The scope of the brief could be decided by looking at other briefs and developing an evidence-based approach. There was also a separate pot of funding available for technical resource. We could

“cherry pick” where we need resource or support to help construct the plan. JE also offered to help with the interviewing process of consultants.

Funding can be applied for in chunks.

Going back to our Questionnaire JE said that if we sent her the results as they stand at present she would be happy to make comments as to how to proceed etc.

We may also find that some comments on the questionnaire do not fit within the Neighbourhood Plan and may best be handled by the Parish Council.

Next meeting to take place in June/ July to discuss project plan