

Garforth Neighbourhood Planning Forum Steering Group

Thursday 24th July 2014, Miners' Welfare Hall

MINUTES

Present: Sue McQuire, Robin Best, Bernard Simpson, Jacky Simpson, Jane Anne Parsons, John Blake, Tom Ridley (LCC Chair), Emma Grunwell

1.Apologies: Councillor Mark Dobson, Alan Tynan, Liz Crossland

2.Minutes of Previous Meeting: These were accepted as a true record.

3.Matters Arising: JS had contacted the vicar and an official at Austhorpe Methodist Church by e-mail re the matter of ancient church glebeland under item 4. Under item 5 JS confirmed that the designated Steering Group would only be needing the room once a month so that shouldn't be too much of a problem with other groups needing the room. JS had put in an objection to the Miami site which drew together points made by various members of the Group.

AT had sent an e-mail with matters arising which he wished to be passed on to the Group: I will not be attending the next Steering Group meeting 24th July due to family holiday.

Matters arising - Grant acceptance form for release of funds from CDF.

1) Release of the funds granted so far £1116.00 online document requires a 2nd Signature. I need details to insert in online document.

2) I am awaiting Leeds City Council Bank details, contact, account, ref No., etc. to insert on the online CDF document.

I emailed Tom R 7 July he has confirmed he has advised Leeds CC finance dept ,however I have had nothing so far. See below Toms reply 8 July.

3) For the groups information emails dated 14 July 2014 from Emma Chritchley of Locality[see below copy] last week to me have advise funds are available for stage 2 professional help but this maybe close in Sept, so we have been advised to submit as a priority after designation.

We need an update on Ian Mackay/ Toms R Boss letter to go to Locality,as discussed with Tom R at the last meeting, to see if LCC can persuade Locality to allow the group to submit for stage 2 prior to designation approval

4.Designation: The Application had been completed and sent in to Tom along with the Constitution, the Contact Spread Sheet, a copy of a set of minutes, the map showing post code distribution of respondents to meetings, publicity and the

Drop-in Session, a graph showing the age range of people on the contact sheet and a graph showing the frequency of people's concerns. This had been scrutinised by Tom, a sentence added to the effect that the application met the necessary criteria, and submitted. It should be on the Council website by Friday 25th July/28th at the latest and the 6 week period should be measured from that date, hopefully completing designation in time for the AGM on 20th September. Ian McKay should now be in a position to speak to Locality about the next layer of funding (TR to confirm this). A full copy of the application will be available for viewing at the library and posters will be sent to JS to advertise this around the Town. As the whole group was in agreement with the content of the application there should be no need for members of the Group to respond. Forms would be available at the library for members of the community to file responses should they so wish.

5.Post Designation: TR suggested that we might like to talk to, meet or ask to attend a meeting at Oulton and Woodlesford as they were already set up and very well organised. TR to initiate contact.

6.AGM: This is a meeting purely to set up the Forum proper and new Steering Group, not to air opinions as to what may or may not be considered in the future. We need to do an agenda and list the officers posts needed along with working sub groups relating to the concerns that had been expressed at the various meetings.

The meeting to be opened by AT acting as interim chairman explaining the reasons for the group's existence, what had so far been achieved and what was envisaged for the future.

Officers required: Chair, Vice-chair, Secretary, Treasurer, Publicity/Communications officer.

Sub Groups: i) Site Allocations JB & LC

ii)Education DP

iii)Health Care SM

iv)Leisure EM

v)Flooding JS & BS

vi)Traffic/Transport RB

vii) Commerce & Industry JAP

The Steering Group members indicated alongside each sub-group to prepare a short presentation for the AGM in an attempt to encourage informed interest from the floor hopefully resulting in recruitment to the groups. Each group should be led by at least one member of the steering Group who would report back to the Steering Group.

JS to enquire of GCA as to whether a screen can be set up in the main hall.

It was suggested that the next meeting, on 14th August, be an un-minuted workshop so that the AGM could be structured and the sub-group submissions be talked over. JAP to bring copies of her SWAT analysis and TR the information he had accumulated for previous public meetings, JS to send out minutes asap.

7.AOB: TR explained that we had a PAS (Protected Area of Search) which is an area not within the Green Belt. This is the area, shaded beige on the allocation map south of the A63, which was removed from the Green Belt by the Council about 15 years ago. This type of area should be developed in advance of any areas within the Green Belt.

8.Date, Time and Venue of Next Meeting: 14th August, 7pm, Miners' Welfare Hall (unminuted workshop). Two further meetings were also planned in advance of the AGM, 28th August and 11th September.