**Garforth Neighbourhood Planning Forum**

**Minutes of AGM 19th October 2019**

**Present** : J. Andrews, R. Clarkson, C. Coyle, L. Crosland, C. Exley, P. Exley, B. Flynn, J. Lawn, S. McQuire, M. Norman, P. Roberts, W. Treloar, S. Williams

R. Clarkson welcomed everyone to the AGM

Updates on work of the Forum since last year.

**Writing Group Report**

Since last year’s AGM we have continued to meet as a small group, with LCC officers and as part of the Steering Group. We have moved from our 5th Draft (this time last year) to our 7th Draft. During this process we have amongst other things:- fine tuned the Vision and Health and Well being statements, significantly altered the Plan’s structure to ensure uniformity in each of the sections, shared the entire Plan with members of the Steering Group, had the Draft proof read by a third party to check for typos and inconsistencies in the writing/structure.

More recently, in April and July we had lengthy meetings with LCC officers in Leeds.

As a result of these 2 meetings we have agreed some minor changes and, more significantly, undertaken a consultation amongst selected groups and individuals around Garforth on the Policies in the Draft plan to ensure that they correspond to people’s aspirations for the town. The Policies are important as they are the statements regarding housing, green space, Main Street etc we put in the Plan to which developers have to pay due attention.

Once the results of this consultation have been analysed and fed back to the wider group and LCC officers, the Writing Group will then work with help from LCC to produce the final Policy wording to include in the Draft Plan to prepare for REG 14 consultation. This is the last major step , before the Draft Plan is submitted to LCC who carry out the referendum on the Plan amongst Garforth residents. The idea is that we publicise the Draft Plan and consult local residents and interested bodies and tweak the Plan to take into account their comments.

In terms of time scale. The most recent Plan timetable drafted by LCC for us in April 19 and this saw the entire process finishing by around Oct 20.

We would estimate we are around 6 months behind so would see Reg 14 in Apr / May 2020 and Referendum in March/ April 2021.

**Working group report**

C. Coyle thanked the members of the working group for their outstanding work over the last 4 years.

The Working Group has produced a series of documents to be proud of, in support of the Writing Group’s conclusions. Published on the Garforth Plan website under menu item Working Group, submenu Evidence Base.

We have produced a series of reports on local greenspace, Main Street, parking, flooding, education, health provision, community facilities, housing needs, local industry and the character of the area.

New in the last 12 months are

* 3 Question Retail Survey
* Notable Buildings – a list of buildings that we would like to be retained as they form the character of Garforth
* CIL ideas - We asked residents what they would like the CIL money to be spent on and passed their views on to the Outer East Committee, which decides how it should be spent

Residents are urged to visit these documents and see for themselves what Garforth is all about.

We will not be collecting a new petition for a parish council because when our Town Plan is approved we can apply for a parish council without the need for a petition to trigger it.

**CIL ideas** - Community infrastructure Levy is money paid to the council by a developer, a payment to improve the local community infrastructure. It is about £4,000 per house, so the Stocks Site , about 250 houses, generated about £1m. A parish council without a plan would receive £150,000, with a plan £250,000 to spend in the community. In the absence of a Parish Council it is up to our councillors to get all the CIL money for Garforth, because it is our understanding the Outer East Committee doesn’t have to spend any of it in Garforth. At least we can be confident that the Outer East Committee is aware of the infrastructure improvements Garforth residents are asking for.

I would urge you to keep asking our councillors how this CIL money is benefitting Garforth.

C. Coyle thanked the members of the parish council group for their tremendous effort in ensuring that we met all the targets we set ourselves

**Secretary’s report**

Since the last AGM Leeds City Council has had

* **The Inspector’s report on the Site Allocation Plan** which included the main modifications and subsequent adoption by LCC. The Inspector requested LCC to delete site HG2-124 by the garden centre on the grounds that the housing numbers were not needed and the site was disproportional. This is for the current planning period only until 2023
* **The Core Strategy Selective Review**
* *Housing numbers* SP6 and SP7 In effect this means that they need to identify sites for 46,352 from 54,352 in the proposed SAP.
	+ *New minimum space requirements* Policy H10. There is recognition that internal space is getting smaller with implications for accessibility. National internal space standards ( except for student accommodation ) will be implemented in new housing. Further guidance through supplementary planning document
	+ Updating the *affordable housing policy H5*. For Garforth this still means 15% on all sites of 1 hectare and 10 or more dwellings
	+ Updating the *policy on accessible housing standards*. 30 % of dwellings to meet policy M4(2) which is a higher level of accessibility and adaptability than standard dwellings, and 2% to meet policy M4(3) wheelchair accessible. These should be clearly illustrated on drawings and via planning conditions. ( departures from this policy should be justified by evidence of viability considerations )
	+ *Reviewing greenspace requirements*. Responding to developers who claimed viability issues Policies G4 and G5 will be amended and the . Greenspace per dwelling has been reduced by an average of 50% from 80 to 40 square metres per dwelling. It is not clear how policy G3 will be met ( identifying quantity of hectares for different typologies of greenspace. Although Garforth does not meet policy G3 for greenspace typologies . If greenspace is allocated in the development financial contributions for 10 years to be paid for maintenance by the council
	+ *Protection and redevelopment of existing greenspace policy G6* which has implications for Garforth as the cricket ground is the subject of a planning application . The wording is not clear to a lay person but it would imply that if the greenspace can be relocated in the vicinity then development can take place.
	+ *Sustainable homes policy by incorporating national policy* all developments over 10 dwellings will be required to provide a minimum of 10% of energy demand from low carbon or renewable energy. Where it is not practicable contributions in lieu to link with local projects !
	+ *Introducing new policy for electric vehicle charging infrastructure* for all new dwellings there will be one charging point per dedicated parking space and 1 per 10 visitor spaces. Office 10% of parking spaces, motorway 10%, petrol stations have to provide fast charge facilities
	+ The plan period 2017 – 2033 applies to policy SP6. Other policies continue to work to original plan period of 2012 – 2028 and include SP9 and EC2 general employment and office space, policy H7 sites for Gypsy & Travellers and policy EN6 sets out quantities of waste to be planned for.

**There are current planning applications relating to Garforth :**

* The PAS land on the Selby Road was granted permission at appeal
* Application to develop greenfield land by the water tower to a campsite as yet no decision been made.
* An application to develop apartments and 2 retail shops on land opposite the library was granted
* Change of use from a hairdressers on Main St to a wine bar was granted
* Application to change 3 other A1 premises to wine bars/ cafes not yet heard ( 2 on Main St and 1 on Barleyhill road. LCC core strategy policy suggests 30% non A1 Garforth at present now has 50%!!
* An application to build a retirement complex on the cricket ground and replace on the Selby Road has not yet been discussed by the North and East Plans panel

**Other meetings**

* We have held meetings with HS2 to discuss their update on mitigation consultation . samples of sapling tree species taken from the site affected and replant on new natural greenspace, otherwise no change for the route through Garforth
* We have had meetings with health Watch Leeds ( a member of The LCC Health & Wellbeing board) who act as a watchdog, produce reports and recommendations which are given to the Clinical commissioning group and LCC .We discussed the concerns expressed by Garforth residents
* Subsequent to that meeting we met with Dayle Lynch from LCC with responsibility for estates and future planning
* We responded to a consultation on community involvement and have been asked to attend a working group to review this document
* Held a stall at the Christmas market , collecting surveys on traffic and parking issues on Main St.
* Held a stall at the Gala in June asking for suggestions on Spending the CIL money due from Stocks development .

**Business meeting**

**Apologies** : A. Ball, J. Benn-Day, C. Lomas, P. Kilbane, J. McCormick, M. Tonks, R. Utley

**Declaration of Interest** : None

**Minutes of last AGM** : Accepted.

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

**Treasurer’s report**: The balance stands at £1,385.13p. The income from grants/ funding = £1,215 from the Tesco’s bags of help grant will be used for publicity material for regulation 14, This funding has to be spent by the 28th January .Please see detailed information attached.

 **Election of Officers to the Steering group:**

The following members were re-elected en block proposed by : J. Andrews, R. Clarkson ( Vice chair ), C. Coyle ( Working Group lead ), L. Crosland ( Chair ), C. Exley, B. Flynn ( Writing Group lead ), J. Lawn ( membership secretary ), J. McCormick, S. McQuire ( secretary) , P. Roberts, M. Tonks, R. Utley ( assistant Treasurer) S. Williams (Treasurer ). Proposed by R. Clarkson and seconded by P. Roberts . W. Treloar was invited to join the Steering group. Proposed by R. Clarkson, seconded by J. Lawn.

**AOB.**

 Future events: It was decided that we would seek to have a stall at the Women’s Institute event at Firthfields on 23rd November and at the Christmas Market on 30th November. At both these events we will publicize the Forum and the timeline to the referendum.