**Garforth Neighbourhood Planning Forum**

**Minutes of a Skype Joint Group Meeting 15th June 2020**

**Present**: R. Clarkson, C. Coyle, L. Crosland, C. Exley, P. Exley, B. Flynn, J. Lawn, C. Lomas. S. McQuire, M. Norman, P. Roberts W. Treloar . Due to technical issues B. Flynn , C. Lomas and J. McCormick were unable to participate.

**Apologies** : M. Tonks, R. Utley, S. Williams

**Declaration of Interest**: None

**Minutes of the last meeting** : Accepted

**Matters arising ( items not on agenda**): The secretary reported that our application for re-designation had been accepted and the formal consultation period of 8 weeks had commenced today. It is published on the LCC website. L. Crosland and S. McQuire put up posters on Main Street , the 2 stations and Braemar Drive. One is to be placed on the notice board on Main Street when a key has been accessed. The chair has notified all ward cllrs. M. Dobson replied that he will make his response. **Action** S. McQuire to send copy of LCC notice to L. Crosland and be placed on the website and the Facebook page. Forum members are to be encouraged to write in with supporting statements.

**Writing Group**: C. Exley explained draft 8 is based on a new template structure supplied by Abbie. The policy sections had been revised and sent to this group prior to the meeting . There are many tasks still to complete in the next 8 weeks if we are to submit documents for Regulation 14 in the autumn. The group agreed that they needed to comment on the full document and not just sections. W. Treloar commented on the need for a suitable design and layout to ensure that will enable maximum understanding by the public.

**Assets of Community Value**: These are places of social value that the community might want to bid for if they were to come up for sale. The list will be a potential one at this stage and the rest of the work in getting them nominated can be a project for the future. It was suggested at the meeting that the ones owned by the council should be on the list ie Miners’ Welfare Hall, library , badminton Centre. Briarlands. I will check that this is accurate**. Action** If there are other significant places please let c. Exley know and include the name of the owner where possible as we need to write to them advising of the inclusion in the plan.

**A Community venues** These are allvenues used in Garforth for social activities. A list was sent out with the agenda. Church halls will be added as requested. Please will members comment on whether there re any other additions or omissions.  **Action** all suggestions to C. Exley ASAP

**Heritage Assets**: A list of LCC designated heritage assets and a list of suggested non-designated assets had been sent to the committee prior to the meeting. P. Exley explained that this list had been based on previous consultations. We need to make a convincing case to explain why they are of value to the Garforth and need protection. The Historical Society is to be contacted for suggestions. Abbie also suggested that we have a heritage area eg Main Street. Decisions need to be made on the content (are there any omissions) which requires photographs and a location map. **Action** : All suggestions to P. Exley ASAP.

**Character assessment summary**: A draft summary of Area 1 had been sent to the committee prior to the meeting. C. Exley explained that this will be an appendix in the plan with links to the full assessment on the GNPF website. Abbie has supplied a template . **Actio**n M. Norman volunteered to complete this assessment.

**Non designated green space**: This list had been sent to the committee prior to the meeting. As Garforth is deficient in all green space typologies and NPFs are able to designate additional green spaces it would be appropriate to list other small, area which are unfenced and used by the public as amenity green spaces . This list has been circulated to the wider Forum membership and several suggestions had been received and incorporated into the list. Locations will need to be identified on a map and ownership details. **Action**: Further suggestions to s. McQuire ASAP

**Production of plan**: In B. Flynn’s technical absence this issue will be discussed again at the next Writing group meeting

**Funding**: C. Exley explained that it would be possible to design in house if we had the skills/volunteers. To be discussed further with the Writing Group and treasurers.

**Website:** Abbie had sent some suggestions for a few changes to the website in preparation for Regulation 14. C. Coyle expressed concern as there appeared no suitable format to place new events. **Action** : C. Coyle to contact Abbie re specific issues

**Facebook page**: W. Treloar showed his suggestions to date .At present this page is restricted to the Steering group until we can agree on the content . At present it contains planning applications which would be of interest to all of Garforth- major developments, changes to Main Street frontages etc. Discussion on other matters relating to planning issues and NPFs which could be interpreted as political. We need to agree guidelines on what is to be included. **Action :**  All committee members are encouraged to post items on the Facebook page for discussion.

**Outstanding Tasks** : For further discussion with the Writing group.

**Outer East Community Committee**: No further meeting have been recorded on the LCC website. J. Lawn had contacted Bali Birdi and was informed that all meetings have been cancelled however they are in liaison with applicants who had been granted funding in March to check whether they wished to proceed in keeping with government health guidelines.

**North and East Plans Panel** : No further meetings since February and next one is planned for 7th July. Applications 19/01283 Cliff Top Park has been take to appeal. 19/02248 and 19/02404 have yet to be discussed.

**Development Plan Panel**: No further meetings since January and none planned as yet.

**AOB.** J. Lawn suggested that we need additional publicity both for the forum and Regulation 14.She has produced some new information specifically for ‘waiting’ areas. It was suggested that the Working Group focus on publicity.

Date of the next meeting Monday 20th July.