

# Garforth Neighbourhood Plan Steering Group Meeting

**Thursday 13<sup>th</sup> March 7pm**

**Miners' Welfare Hall**

## **Minutes**

- 1 **Present:** Tom Ridley (Chair LCC), Jane Anne Parsons, David Pitchfork, Robin Best, Harry Thompson, Alan Tynan, Sue McQuire, Liz Crossland, Bernard & Jacky Simpson.
- 2 **Apologies:** Councillor Mark Dobson, Marc Langfield (main meeting), Emma Grunwell (till after April 21<sup>st</sup>), Martin Hudson(resigned from Group) Paul & Jacquie Ainsley-Stringer.

**Accuracy of previous minutes:** The minutes were passed as accurate.

- 3 **Matters arising not covered on the Agenda:** None  
Tom laid out a code of conduct for meetings. This included asking members to declare any financial interest they may have with regard to any matter under discussion. He then asked that we always stick to the agenda, speaking only to the agenda item under discussion and that we always go through the chair when wishing to speak. Additional items can always be considered during AOB. Individual discussions should be refrained from and all contributions should be treated to a respectful hearing even if disagreed with. Hopefully, adhering to these principles will promote the cohesion and efficiency of the Group and ensure that all members have an enjoyable experience while belonging to the Group.

4. **Neighbourhood Area:** Tom had brought a couple of maps of Garforth and its surroundings from which the Group determined an area boundary, as much as was possible in advance of discussions scheduled with neighbouring parishes re. overlaps. There is a meeting booked with Aberford PC \* to which any Group member wishing to attend is invited.

Until we know the definitive route of HS2, there are strictures on some decisions. Everyone agreed that, as a general principal, the main body of Garforth (coloured blue on the map) including the immediate surrounding white areas (bounded by the M1, A63 and the Ridge Road) plus any agreement reached with Swillington, Aberford and Micklefield with regard to their Parish areas falling within these roads, would be under discussion to become the Garforth Neighbourhood Area.

**5. SWOT Analysis:** Jane Anne had received and collated all contributions. These were handed out to be taken away and digested for future discussion.\*\* The Group thanked Jane Anne for her trouble.

**6 Drop in Session:** The Drop in Session has been booked for Saturday 31<sup>st</sup> May 10am-2pm. The next meeting will be entirely devoted to organisation of this. Small drop in sessions were also suggested at such venues as the Academy and/or Squash Club, possibly on different occasions. TR outlined some of the procedures needed to be followed prior to Designation of a Neighbourhood Forum. These included submission of a minimum of names showing a range of ages and postcodes, a representation of 3-4 businesses, an area map and a Constitution setting out how the body is to be run.

**7 Poster:** The logo has been checked for infringement of copy-write and is to be included on the website. Posters are to be produced in good time to advertise the Drop-in Session, A4 size possibly with a diagrammatic map of the Neighbourhood Area on the back.

**8. Website:** The website address is [www.garforthplan.co.uk](http://www.garforthplan.co.uk) There were no issues or concerns regarding the website and the Group expressed gratitude to the webmaster Chris Coyle. It was agreed that a data base of names should be compiled consisting of **Name; Postcode; Age Range** (under 20, 20-35, 35-50, 50-65, over 65) **e-mail address, contact phone**

**number** and **resident, business or both**. These would be held by the chair and contact co-ordinator only. None of this data should be openly accessible on the website. Ian said that a map could be compiled showing the distribution of members' postcodes so that if any area of Garforth seemed unrepresented, additional efforts could be made to engage those residents.

**9. AOB** DP reported on the meeting held with Ian Jones of Youth Engagement and Tom Ridley at the library on Monday 10<sup>th</sup> March. LCC is enabling the putting together of teams of Youth Commissioners (8-17yrs) on a Ward basis across the City. Once these teams have been set up it is proposed that a couple from each Ward be affiliated to Neighbourhood Planning Forums.

Following an e-mail from Jacquie Ainsley-Stringer, **SMcQ**, drew attention to the discussion over required numbers of houses in the region which seems to range from 45,000 to 100,000. TR explained the procedure followed and how the figure of 70,000 for Leeds had been reached. This equates to 4,600 less 1,400 (for which permission has already been granted) for outer South East Leeds, not all of which need to be in Garforth. JS read out a further explanatory e-mail from Councillor Dobson\*\*\*.

There was a great deal of discussion about the proposals for the Miami site and whether it was preferable to be used for retail, housing or leisure. It was suggested that we were probably not in a position to have any influence over this decision.

**10. Date, Time & Venue of next meeting:** Thursday 27<sup>th</sup> March 2014, 7pm, Miners' Welfare Hall

\* 2<sup>nd</sup> April

\*\* Please send an e-mail to Jane Anne requesting an electronic copy of the combined SWOT Analyses if you were not at the meeting.

\*\*\* Please e-mail Jacky Simpson for an electronic copy of this if you did not receive it when originally circulated.

