**Garforth Neighbourhood Planning Forum**

**Minutes of Steering Group meeting Held on 18th April 2016**

**Present** : J. Andrews, R. Best , J. Blake, C. Coyle, L. Crosland, C. Exley, J. Lawn, N. Mason (chair), S. McQuire, D. Pitchfork, P. Roberts, M. Tonks, A. Tynan, R. Utley, S. Williams

**Apologies :** None

**Declaration of interest**: None

**Matters arising** (items not on agenda ) : additional members of steering group to be discussed at next meeting.

**Treasurer’s Update**: The treasurer reported that applications forms were being prepared to submit to Locality for professional support. Preparing a case for requesting financial support from the wind turbine project at Peckfield. Future fund raising at Garforth Gala.

**Membership update**: The membership secretary reported that membership stood at 448. E mail notification opened up by 60 – 80%. Membership details are being updated. 28 people have volunteered to help of which 15 will help to deliver.

**Executive Group report**: The Writing group lead reported on the meeting with D. Gluck who accepted our considered decision (relating to the undesignated area of land within the Aberford parish) that the long term interest for Garforth would be best served by progressing the formation of a parish / town council requesting the inclusion of the anomalous parished areas. We will continue to write the Neighbourhood plan for existing Garforth which would be transferrable to any new development sites within an expanded Garforth designated area. A vote was taken and all agreed this would be the way forward .

It was suggested that all papers tabled at meetings should be titled, dated, referenced and secretary informed. For all groups.

**Writing Group:** The Writing group lead reported that the Vision and Objectives were completed and will be put out for consultation in the community ( Gala, Website, Special interest groups). To ask forum members who belong to community groups to take this document to their next group meeting and request feedback Next actions suggested by D. Gluck to look at objectives their issues and evidence.

**Working Group:** The Working group lead after consultation with D. Gluck reported that professional support (ACOM) may be needed for the historical / character assessment and he would provide a local greenspace assessment .We need to gather information/ surveys on housing needs assessment, retail surveys shopkeepers and shoppers. These need to be drafted for next Working group meeting, ready for the drop in, gala/ newsletter, house drop and e mail in June.

We would need to use consultants when producing final documents based on our surveys.

**Parish Council group update**: met with Barwick PC and will meet with Aberforf PC to discuss their undesignated land this side of the Motorway. There is still some uncertainty over the Austhorpe parished land which is awaiting clarification.

**Flood group report:** Liaising with LCC on issues and have collected evidence. To liaise with Working group

**Health group report** : The Health group lead reported on the meeting held on the closure of the Garforth clinic. The NHS representatives withdrew from the meeting . The public meeting was attended by approx.. 100 people, a local cllr and the MP. The MP will take a petition to the SoS for Health requesting the reinstatement of the clinic facilities. There is a particular format which has to be followed.

**Communications strategy**: The website administrator reported that a new website had been created with access to original site. All surveys can be completed online via the website, gala and drop in session. There is a need to target other age groups.

**Date of next meeting** : Monday 20th June 7 pm at Green Lane Primary Academy.