

Garforth Neighbourhood Planning Forum

Steering Group meeting held on 15th January 2015

Present: Josie Andrews, John Blake, Liz Crosland, Jessica Fergusson, Emma Grunwell,

Sue McQuire (secretary), Jane-Anne Parsons, David Pitchfork, Paul Roberts, Mike Tonks, Alan Tynan
(acting chair)

Apologies : Robin Best, Chris Coyle, David LeRoy, Nik Mason, Tim Staddon, Rob Utley

Minutes of last meeting: Accepted

Matters arising :

1. Manchester student. John Blake replied to her request but no response to date.
2. The discussion at the last meeting on the request to form a sub group to investigate the possibility of a Garforth Parish Council did not result in a reply to the request. It was proposed that Chris Coyle be asked to set up a sub group to investigate the advantages and disadvantages of a Garforth Parish Council and to consult Garforth NPForum and Garforth residents. This group would not detract from the other work currently undertaken by the Steering group. **Action J Blake**
3. Aberford Boundary issues: The chair had met with Ian MacKay and Mark Dobson last week and Ian MacKay would commence the process which will be lengthy and start in September. This should not delay any plan progress
4. Communication with planning department: In the meeting (item 3 above)the chair volunteered to undertake all communications with the planning department. The committee considered that this task would be very onerous on one person and, as timescales were short, information sought would need to be received without additional delays. Minutes were requested . **Action D LeRoy**
5. Communication with other planning groups in the Outer South East; A representative from Kippax and an ex planner (Scholes) have formed a support group. We have been invited to make contact. A decision was taken to invite them to one of our meetings. **Action S McQuire**
6. Archiving :Nik reported that One Drive or Google Drive are free and relatively simple to use

Treasurer's report: Alan presented his report,(see attachment) explained the process of obtaining grants, listed income and expenditure to date. Future grants would be applied for in March **Action A Tynan**

1. **Secretary's report:** Request from Ian MacKay offering student placements of 1.5 days a week for 10 weeks starting February. He requested our aims and objectives and a list of possible tasks. To date the Site Allocations and Leisure group have listed some tasks. Other group leads please send your list asap. **Action sub group leads and S.McQuire**
2. **Leeds Development Planning Panel meetings 6th and 13th January:** These were attended by the secretary (see separate report). Essentially the meeting on 6th discussed the revised site allocations plan for retail, employment and greenspace. From the documents provided on the LCC website a further 6 sites had been included for retail/ employment in the outer south east all based around Garforth including a large area at Townend (some of which have existing building permission) There is to be an audit of open spaces within Garforth(including school and other playing fields, allotments and cemetery) No new proposals for protected greenspace

The meeting on 13th discussed the revised site allocations for housing. It would appear from documents provided that most of the previous sites surrounding Garforth to the west and south have been removed and a new site (2,300 units) at the top of Garforth cliff proposed. All of these revised site allocations were accepted by the panel. Many panel members raised questions for other areas in Leeds but none were raised on behalf of Garforth.

Terms of reference to include:

1. Aims and Objectives for the steering group

These had been circulated to the steering group members before the meeting for consultation. With the addition of another objective 10 To take the plan to referendum. (See additional document.)

2. Communication with external organisations eg Planning department

The steering group requested that a process be set up with named sub group leads/ representatives to request information directly from planners and to avoid duplication all requests be communicated within all groups. **Action D LeRoy**

3. Communication within the GNPf: All sub groups reports to be sent to the secretary prior to the next Steering group meeting and they will be circulated with the minutes

4. Attendance at Steering group meetings, is limited to the members of the Steering Group , unless specifically invited by the Steering group

5. Attendance at sub groups. Is limited to the members of the GNPForum. Other interested parties may join the GNPf application form is on the website

6. Constitution needs to be amended with section 5.2c and 6.4 it was suggested that there are a minimum number of 7 and a maximum of 19 (current) with additional members co-opted as necessary for a specific time period. There may be other sections requiring clarification. A copy of the constitution is available on the website www.garforthplan.co.uk For discussion next meeting

Action ALL

7. Committee roles. In order to achieve the aims and objectives the steering group will need to set up sub groups from within the steering group and the workload shared . We need to identify actual tasks. Action suggestions please ALL

All members were asked to sign up to help. – see separate sheet **Action : for further discussion**

8. Archives; ongoing

Sub group reports:

Site Allocation ; meeting next week

Healthcare : no meeting , awaiting direction from steering group

Leisure / greenspace : summary needed Emma

Retail/ commerce: summary needed Jane –Anne

Education ; summary needed David

Traffic/transport ; summary needed Tim

Flood ; summary needed Mike

Planning Applications: As we are a designated Forum we will be expected to comment on applications, It was proposed that we continue with M. Dobson's previous stand that all applications are on hold until the Garforth plan is produced. Any approval at this stage is premature and we would lose the confidence of Forum members until we have consulted with residents to decide what further housing/services/

facilities are needed in Garforth. M. Dobson has told us that Leeds has a five year supply of housing sites so appeals by developers to the Chief Inspector would not be upheld. There is a current application on Green Lane and we need to respond **Action D LeRoy and S McQuire**

Next steps: As the revised site allocations plan will be up for consultation in the spring we will need to have had consultations with GNPF members and other residents in Garforth before we comment. There are many questions to be asked and answered before we hold a meeting to discuss the latest proposals.

1. All groups need to meet with planners and M.Dobson asap to clarify (verbal and written) exactly what is proposed for housing, greenspace, retail and employment sites and infrastructure proposed

Action D LeRoy

2. Set a date for an EGM (evening or Sat am)asap **Action D LeRoy**

AOB – One member had received a questionnaire relating to the revised site allocation plan from the MP
Date of next meeting Thursday 19th February