**Garforth Neighbourhood Planning Forum**

**Minutes of the Joint Group Meeting Monday 16th November 2020**

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

**Apologies**: J. McCormick

**Declaration of interest**: no new declarations

**Minutes of the last meeting**: Accepted.

**Matters arising (items not on agenda**): The secretary reported that we had submitted a response to the White Paper on Planning Reform. Several members had sent their comments and submitted a personal response **Action**- Secretary to send copy to group members.

**Treasurer’s update**: S. Williams reported that the post office had confirmed that the delivery date for the first Regulation 14 leaflet was to be on 11th January 2021 and they will require two weeks from the delivery of the leaflets to the Warrington depot. The second delivery which will be the Plan summary will be two weeks after the first delivery at the end of January so printing will have to be completed and leaflet to Warrington delivered prior to the second week in January.

 Further Locality funding is available but needs proof of re-designation **Action** Secretary to send link to LCC notification. The funding will have to be paid into a VAT registered company before it is transferred to the GNPF account. R. Clarkson and P. Roberts volunteered.

**Membership update:** J. Lawn reported that membership stood at 192

**Latest plan update:**

1. P. Exley had taken photos of possible views ‘to protect’ within our plan and had sent these to Steering group members together with a map showing where each of the photos were taken**. Action ALL please look at the photos to see if any have been missed that may be worth considering and send comments to him ASAP**
2. P. Exley had also sent a map of the Townend area, opinions differ on the boundary area . **Action ALL please look at the map and give your thoughts and ideas on the boundary of Townend. ASAP and before the 23rd November.**
3. B. Flynn reported that Abbie has been sent the latest draft and it is hoped to be proof read by the end of the month. The summary is almost complete**. Action** B. Flynn to send to R. Utley and S. Williams to decide on the format.

**Regulation 14**. C. Coyle had produced an amended timescale plan, Social media messages were being considered and along with posters needed to look professional, possibly reflecting the policies in a visual format to attract attention**. Action** B. Flynn to send copy of summary to Julie Lawn and C. Coyle. J. Lawn said that at previous meetings she had suggested that e mails were sent to all businesses and retailers enabling them to comment on the plan content. Volunteers were needed to obtain e mail addresses for those businesses for whom we did not have details. C. Coyle suggested that due to lack of volunteers and the Covid lockdown we use the contact details for those businesses already GDPR checked so some will just get a leaflet and others an e mail link to the plan. Mailchimp is changing so we need to differentiate between members who want regular updates and businesses who only want the plan details for Regulation 14 and the Community groups who have been involved in surveys and want to know about the plan. This is a new format and the process will have to be understood in order to implement. Action J. Lawn.

**North and East Plans Panel**; The next meeting is scheduled for the 3rd December, there is no agenda available at the moment.

**Outer East Community Committee**: The next meeting is on 8th December, there is no agenda available at the moment.

**The Development Plans Panel** : met on the 3rd November to discuss the Local Plan Update. Topics under discussion included emission reduction and renewable energy, green infrastructure and biodiversity. The minutes are not available at present. The next meeting is scheduled for 19th January and will discuss patterns of growth, infrastructure and flood risk.

**AOB.**

1. J. Lawn considered that the amount of work completed by the members who completed the character assessments provided an interesting picture of Garforth and should be made available to residents in the library. Funding could be available from the Locality grant to publish in a book form**. Action** This is to be an agenda item after Regulation 14 consultations.
2. S. McQuire reported that the Garforth U3A historical group had been in contact re the White House demolition and as this has now been agreed it was suggested that we may welcome some help in seeking further information about the buildings on the Plan’s list of non – designated heritage assets and their group would be interested in viewing the list our plan policies**. Action** Secretary to send the information.
3. B. Flynn had been contacted by Joy Justice who is a development worker as part of a 5 year Leeds wide climate project funded by the Lottery. Garforth was selected as one of the starting points and they wish to develop a hub to discuss climate change initiatives amongst several groups in the area. She is interested in our plan policies relevant to climate change and would welcome the opportunity to speak with a group member about our plan policies. Action J. Hoole volunteered to contact Joy Justice.

 **Date of next meeting Monday 21st December**