

HEBDEN ROYD TOWN COUNCIL

MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE held Monday 27th JUNE 2016

MINUTES

PRESENT Councillors; Kimber – Chair (Wadsworth), King, Hodgins, Scullion & Timbers (HRTC), & Greenwood (Erringden).

Also Anthony Rae (Co-opted Committee Member), Lindsay Smales (Consultant) & Emma Green (HRTC Officer).

Clerk: Jason Boom – HRTC.

- 74. Apologies for Absence and any substitutions**
Cllr Davies & Cllr Dunford with Cllr Scullion acting as substitute.
- 75. Members` Interests relating to agenda items for this meeting.**
None were declared at this time.
- 76. Matters arising from Minutes of Meeting held Monday 9th May 2016 not itemised on this Agenda.**
No matters arising were noted.
- 77. DISABILITY ACCESS GROUP**
Cllr Timbers reported on meetings with the Community Foundation for Calderdale (CFFC) and Visits Unlimited regarding an Access Audit of Hebden Bridge. This is to include public spaces, shops and the countryside. Indications were made that funding could be available for those businesses/organisations that may need support following the completion of the audit to implement recommendations. It was confirmed that all types of disability would be considered.
The programmes launch is planned for 3rd September at which time the Access Group would be established, invites would be circulated following the meeting. A commitment to carry this into both Mytholmroyd and the Hill Top Parishes was also discussed.
It was agreed that previous surveys and work on this subject should be brought in for consideration.
Information from the Dementia Alliance was also circulated and it was agreed that each Parish should decide individually if they wishes to pursue their objectives.
- 78. CONSULTATION RESPONSE**
Lindsay Smales outlined the responses received from consultation events in Mytholmroyd and Hebden Bridge. These responses were discussed and included in the discussion reference was made to a recently rejected planning application in Wadsworth that had potential to illustrate facets of the developing plan.
It was agreed to arrange a meeting with Royd Regen before their next meeting on the 26th July to ensure their aspirations were considered as part of the plan.

Anthony Rae presented an analysis and recommendations of the Valley Road site. A lengthy discussion followed which considered the many and varied options for the site, these include: parking, housing, lifetime housing, affordable housing, amenity space, retail amongst others.

It was agreed that Lindsay Smales would consider the report and represent at the next meeting considering the size of the site.

79. FLOODING AND WATER MANAGEMENT

The draft policy was considered, points were raised to allow the draft to be reviewed and consequently edited. Significant concern was raised regarding Catchment Management and the 25 year plan being developed by the Environment Agency. The Committee nominated Cllr Mick Davies, in his absence, to attend meetings with the Environment Agencies developing catchment plan

Consideration should also be given to the conflict between prevention and the visual amenity of the area.

80. FURTHER CONSULTATION

Further consultation is due to be undertaken at Calder High School, with Young Families in their usual meeting places and with older people at Mytholm Meadows and Mytholm Court.

Meeting finished at 9.20pm.

HEBDEN ROYD TOWN COUNCIL

**MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE
held MONDAY 8TH AUGUST 2016**

MINUTES

PRESENT Councillors; Kimber – Chair (Wadsworth), Dunford, King & Timbers (HRTC), Slater (Heptonstall), Greenwood (Erringden), Butterworth & Bowen (Blackshaw)

Also Anthony Rae (Co-opted Committee Member), Lindsay Smales (Consultant)

Clerk: Emma Green – HRTC.

132. Apologies for Absence and any substitutions
Cllr Davies with Cllrs Butterworth and Bowen acting as substitute.

133. Members` Interests relating to agenda items for this meeting.
None were declared at this time.

134. Matters arising from Minutes of Meeting held Monday 27th June 2016 not itemised on this Agenda.
It was discussed that additional meetings may be required to ensure continued effective development of the Neighbourhood Plan.

Additional meetings will be held on:
Monday 12th September 2016
Monday 14th November 2016

It was also agreed that the election of a new Chair would be the first item on the next agenda.

135. CONSULTATION ACTIVITIES
Lindsay Smales gave a verbal update following a consultation event at Calder High School which had taken place on 13th July with 15-20 members of the School Council. The main issues raised were those of the road and crossing. Positive aspects included the countryside and that Mytholmroyd is a good place to live. There was also the suggestion of more facilities for young people such as a venue for entertainment similar to the Trades Club, but alcohol free.

It was understood amongst the committee that there is need for wider consultation with young people, and to include schools out of the area; not all local children go to Calder High School.

There needs to be a focus on consulting with young people and engaging them in the process, incorporating their views in the plan where appropriate.

The Disability Access Group was also discussed in brief; Cllr Timbers is to supply additional contacts to Emma Green.

136. VALLEY ROAD POLICY STATEMENT
The committee needs to consider how it would like to present information within the plan, in terms of the Site Specific Policies. Should this include a graphic form of the evidence such as zoning of particular areas within sites? Some thought that the findings should be expressed purely as a policy not as a graphic, although some other plans have included both successfully.

With regard to Site Specific Policies, it is not the place of the Neighbourhood plan to recommend schemes of development for particular sites, this would be too prescriptive. However, the plan must still find a way to convey the findings of the consultation, with policy which outlines what elements of development would be preferred.

It was raised that these sites cannot be looked at in isolation but need to work with other sites across the Neighbourhood Plan area when considering issues such as car parking and housing.

If the policies are to specify, for example, the type of housing within an area then there needs to be sufficient qualitative and quantitative evidence to support the policy.

Lindsay Smales will draw up a final iteration of the Valley Road Policy to be considered for approval at the next meeting.

137. BLACKSHAW HEAD VILLAGE ENVELOPE

A report was tabled outlining concerns of Blackshaw Parish Council in regards to the village envelope and the grounds on which planning applications were being refused or approved. This led to discussion about if there should be a separate policy statement for each of the village envelopes within the Neighbourhood Plan area.

Lindsay Smales will arrange a half-day session with Blackshaw Parish Council to discuss the concerns and ensure that these are appropriately reflected within the policies of the Neighbourhood Plan.

138. FLOOD COMMISSION FINAL REPORT

Anthony Rae has previously contacted the flood commission to highlight a number of issues within the report tabled. Emma Green is to check if there has since been an updated version which reflects these comments.

Anthony Rae will draft a letter the Flood Commission which will first be circulated to the committee for comment, outlining concerns within the report.

139. GREENBELT REVIEW

The Greenbelt review has now been published, and it would appear that the review will not cause any great concern for the Neighbourhood Plan.

It was decided that each parish should discuss the impact of the review in their area and feed back to the committee at the next meeting.

Meeting finished at 9.30pm.

HEBDEN ROYD TOWN COUNCIL

**MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE
held MONDAY 12TH SEPTEMBER 2016**

MINUTES

PRESENT Councillors; Slater – Chair from minute (Heptonstall), Dunford & King (HRTC), Kimber (Wadsworth), Greenwood (Erringden), Davies (Blackshaw)

Also Anthony Rae (Co-opted Committee Member), Lindsay Smales (Consultant) Jason Boom (Clerk HRTC)

Clerk for this meeting: Emma Green – HRTC.

167. ELECTION OF CHAIR AND DEPUTY CHAIR OF THE NEIGHBOURHOOD PLANNING COMMITTEE

It was moved by Cllr Kimber

Seconded by Cllr Greenwood and

RESOLVED that Cllr Slater be Chair of the Joint Neighbourhood Planning Committee for the period 12.9.16 to 20.3.17

It was moved by Cllr Greenwood

Seconded by Cllr Dunford and

RESOLVED that Cllr Davies be Deputy Chair of the Joint Neighbourhood Planning Committee for the period 12.9.16 to 20.3.17

168. Apologies for Absence and any substitutions

Cllr Hodgins and Cllr Timbers.

169. Members` Interests relating to agenda items for this meeting.

None were declared at this time.

170. Matters arising from Minutes of Meeting held Monday 8th August 2016 not itemised on this Agenda.

Cllr Greenwood on behalf of the committee expressed his grateful thanks to Cllr Kimber for his Chairmanship over the past 6 months.

171. TIMETABLES FOR CALDERDALES LOCAL PLAN AND THE NEIGHBOURHOOD PLAN

Anthony Rae introduced the item and stated that the Local Plan Working Party had now formally concluded that a publication version of the Local Plan would go to CMBC on the 31st October.

In addition a document has been published which shows the extent of the evidence base still to be encompassed within the Local Plan, which includes such as the transport modelling, housing assessment and the second stage of the greenbelt review. It is expected that these reports will be available at the end of September.

Lindsay Smales presented the programme of works for the Neighbourhood Plan which indicates that there will be a draft Neighbourhood Plan available for review by the Joint Neighbourhood Planning Committee at the December meeting. By early February the draft Neighbourhood Plan should be ready for public consultation.

Workshops are being held in each of the Hill Top Parish areas and it was discussed if there should be further consultation in Hebden Bridge and Mytholmroyd. Following discussion it was decided that substantial evidence

already exists for Hebden Royd and that the purpose of the workshops is mainly in response to the Greenbelt Review and the Village Envelopes. It was also made clear that once the Draft Plan was published there would still be opportunity for members of the public from across the Neighbourhood Plan area to comment.

The proposed programme of works gives sufficient time to consider the Neighbourhood Plan against the Local Plan and to address any conflicts between policies, prior to the Draft Neighbourhood Plan being published.

It was moved by Cllr Dunford

Seconded by Cllr Kimber and

RESOLVED to adopt the programme of works proposed by Lindsay Smales.

172. GREENBELT REVIEW

Cllr Kimber reported that Wadsworth Parish Council has voted against any development on the village green and also against the village being taken out of the greenbelt or any development which would change the greenbelt. Anthony Rae suggested that Wadsworth Parish Council contact Calderdale Council directly with regards to keeping the village within the greenbelt.

Concern was raised by Blackshaw Parish Council about the 'Area around Todmorden' which is not greenbelt but acts in a similar way to greenbelt. Further clarification of this would be appreciated by the Parish and it was suggested that they contact Phil Rattcliffe to discuss this further. As the area is not currently in greenbelt it does not necessarily offer protection. Cllr Davies will follow this up and report back to the Joint Neighbourhood Planning Committee.

173. FLOOD COMMISSION: LETTER OF RESPONSE

Anthony Rea highlighted the committee's concerns that the Flood Commissions Final report did not satisfactorily address the concerns of development of brownfield sites versus valley bottom abandonment. It was recognised that the Local Plan would be required to give some guidance on this issue.

It was reported that Cllr Southerland would be willing to attend a future meeting of the Joint Neighbourhood Planning Committee to address these concerns and to have a conversation about what the guidance within the Local Plan may be about how to deal with such developments on brownfield sites. (HRTC to invite Cllr Sutherland to the Joint Neighbourhood Plan Committee meeting on the 17th October or the 14th November).

Cllr Davies will be attending the Catchment Plan workshop on Thursday 15th September and report back to the Joint Neighbourhood Planning Committee.

174. SITE SPECIFIC POLICIES

Lindsay Smales presented a verbal report of the responses to the Specific Sites Questionnaire which had been conducted through Survey Monkey and at a number of events. There had been 63 responses in total. The responses will be summarised and a copy of the report for all of the consultation which forms

the evidence base for the Neighbourhood Plan made available for the meeting on the 14th November

There is an overarching concern about the aesthetics of derelict sites and the argument for the development of these.

Royd Regeneration has presented their ideas for the centre of Mytholmroyd to allow a detailed document to be produced. It was questioned if the views of Royd Regeneration were representative of Mytholmroyd, the views expressed however, were reflected within the consultations carried out at the Mytholmroyd Gala which is reassuring.

Anthony Rae suggested that there may also be other sites within Hebden Bridge to consider such as the Hebden Vale site, the area around Windsor Works and the area from the top of the Buttress leading down to Bridge Lanes. The Neighbourhood Plan should include some reference to and consideration of these additional sites.

175.

VALLEY ROAD SITE POLICY STATEMENT

A final draft of the Valley Road Policy Statement was tabled which is evidenced appropriately.

It was suggested that a one way system should be part of this policy. This could be included within the transport section of the Neighbourhood Plan-section 3.3 already has a set of policies on transport. The Local Plan may also impact on transport.

It was moved by Cllr Davies

Seconded by Cllr Kimber and

REOLVED to accept the final draft of the Valley Road Site Policy Statement.

Anthony Rae reported that the Hebden Bridge Partnership would be carrying out further consultation on the Valley Road Site as they endeavour to support ongoing discussion between landowners Eshton Gregory and CMBC, and will use the adopted Valley Road Site Policy Statement as the official view of the Joint Neighbourhood Planning Committee.

Meeting finished at 9.10pm.

HEBDEN ROYD TOWN COUNCIL

**MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE
held MONDAY 17th OCTOBER 2016**

MINUTES

PRESENT Councillors; Slater – Chair from minute (Heptonstall), Hodgins (HRTC), Kimber (Wadsworth), Greenwood (Erringden), Davies (Blackshaw)

Also Anthony Rae (Co-opted Committee Member), Lindsay Smales (Consultant) Jason Boom (Clerk HRTC)

Clerk for this meeting: Emma Green – HRTC.

- 229. Apologies for Absence and any substitutions**
Apologies were received from Cllrs Dunford, King and Timbers.
- 230. Members` Interests relating to agenda items for this meeting.**
None were declared at this time.
- 231. Matters arising from Minutes of Meeting held Monday 12th September 2016 not itemised on this Agenda.**
With regard to the Valley Road Policy Statement, Lindsay Smales will take this to Phil Ratcliffe to clarify its suitability for inclusion within the Neighbourhood Plan.
- 232. PROPOSED DATES FOR FLOOD COMMISSION MEETING**
Anthony Rae spoke to the updated timeline for the Local Plan, which has been extended considerably, from the initial outline that had been circulated. It is now expected that a consultation on the draft local plan will take place in spring 2017, looking to a publication date of the final document by spring 2018.
- This now gives opportunity for the Local Plan to consider and respond to comments made by the Neighbourhood Plan. However, there are pieces of work that will provide a vital evidence base for the Neighbourhood Plan, such as the Transport Report, the Second phase of the greenbelt Review and the final housing allocation. These are expected to be available by just after Christmas at the latest.
- Jason Boom gave an update of the forthcoming meeting planned for Wednesday, 19th October with Phil Ratcliffe, Cllr Southerland and Richard Seaman to discuss the Flood Commission Report and how this impacts on the Neighbourhood Plan. This is an initial meeting after which, the aforementioned will be invited to a full meeting of the Joint Neighbourhood Planning. The Joint Neighbourhood Planning Committee needs to fully understand what the Local Plan will do with the Flood Commission Report and how Flooding will be addressed within the local Plan.
- 233. DISABILITY ACCESS FORUM**
Jason Boom reported on the recent formation and meeting of the Disability Access Forum. A number of issues have been raised and discussed. Lindsay Smales is meeting with this group on Monday, 31st October to carry out a workshop session to identify how the Neighbourhood Plan can suitably address issues raised.
- 234. PARISH WORKSHOPS**
Lindsay Smales tabled a brief report following three workshops with the Parishes of Heptonstall, Wadsworth and Blackshaw. The Neighbourhood Plan had to address the design of any infill development and as such it was discussed that the Neighbourhood Plan include a set of design principles (Example Cottingley Neighbourhood Plan and Design Guide).

Cllr Davies on behalf of Blackshaw highlighted that its councillors were particularly concerned that not everyone within the parish knew about or understood what the Neighbourhood Plan was, to this end Lindsay Smales will produce a short informative guide to the Neighbourhood Plan which will be circulated to Parishes, for councillors to circulate as they deem appropriate. Any consultation that is carried out however, must take place across the whole Neighbourhood Plan area.

Anthony Rae advised that it needs to be clearer, what the response is from each of the Parishes, with regards to the Village envelope being taken out of green belt and what the consequences of this could be. With no greenbelt status there will be a presumption in favour of development.

235.

COMITEE RESPONSE TO THE LOCAL PLAN

As noted in minute 332 the change in timescale to the Local Plan, will now improve the opportunity for comment.

It was decided to arrange an extra meeting for December to enable further discussion with the appropriate officers from Calderdale Council.

Meeting finished at 8:34pm.

HEBDEN ROYD TOWN COUNCIL

MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE held Monday 14th NOVEMBER 2016

MINUTES

PRESENT Councillors; Slater (Heptonstall) Chair – Kimber (Wadsworth), King (HRTC) & Davies (Blackshaw).

Clerk: Jason Boom – HRTC.

258. Apologies for Absence and any substitutions
Apologies were received from Cllrs Dunford, Hodgins & Greenwood along with Anthony Rae, Lindsay Smales and Emma Green.

259. Members` Interests relating to agenda items for this meeting.
None were declared at this time.

260. Matters arising from Minutes of Meeting held Monday 17th October 2016 not itemised on this Agenda
No matters were forthcoming.

261. WORKSHOPS & WALK ABOUT SUMMARY
It was reported that Lindsay Smales would provide a written summary of the workshops, this is to include a meeting with the newly created Access Forum, and the walk about with Royd Regeneration. Anthony Rae provided comments regarding the walk about and these were discussed. It was agreed that this item be included on the next meeting's agenda and revisited with the comments circulated to members.

262. ENVIRONMENT AGENCY CONSULTATION
Cllr Slater reported on a well-attended event in Mytholmroyd with lots of information available along with opportunities to provide comment. Comments were mainly centred on the aesthetics of the works in Mytholmroyd and the logistics of completing this major programme of works.

263. CMBC LOCAL PLAN
The meeting was advised of a very positive meeting with CMBC officers on 19th October. In summary CMBC remain very supportive of the Neighbourhood Plan but their Local Plan has not been able to keep to the pace planned. Consequently technical reports are not yet available to the Neighbourhood Plan but will be made available as soon as they can be. It was agreed that the Neighbourhood Plan Timetable should be revised to take this into account and circulated at the next meeting.
The time now available should be used to develop plans further and make these available to CMBC Officers for scrutiny.

It was specifically confirmed that individual Parish Councils need to respond to CMBC as to whether they wanted their village envelopes excluded from (as proposed) or included in Greenbelt. It was not viewed as a matter for the Neighbourhood Plan.

264. WORK PLAN & POLICY

As before it was agreed that the Work Plan Timetable be revised and presented at the next meeting.

265. FUNDING AND GRANTS

It was agreed to accept the end of grant report of the previous Groundworks Award and to apply for further funding as outlined in the submitted report.

Proposals for Parish Council Contributions to the Neighbourhood Plan in the financial year 2017-18 were circulated.

The meeting agreed the following be submitted to the Parish Councils for inclusion in their budget process for the year.

| Council Tax Base figure* (CMBC 2015/16 | Contribution |
|--|--------------------------|
| Blackshaw | 336.21 £190.99 |
| Erringden | 59.48 £33.79 |
| Hebden Royd | 3075.37 £1,747.02 |
| Heptonstall | 525.89 £298.74 |
| Wadsworth | 537.72 £305.46 |
| Total | 4534.67 £2,576.00 |

Requested funding would supplement grants to completion of referendum, publishing and adoption of a completed Neighbourhood Plan. Costs may alter depending on the final requirements decided upon by the Neighbourhood Planning Committee but funding outlined should provide adequate resources to complete the task envisaged.

Meeting dates were discussed and the clerk was asked to circulate dates to members as soon as is practicable.

Meeting Finished at 8.07pm.

HEBDEN ROYD TOWN COUNCIL

**MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE
held Thursday 8th DECEMBER 2016**

MINUTES

PRESENT Councillors; Slater (Heptonstall) - Chair, Kimber (Wadsworth), King (HRTC Davies and Butterworth (Blackshaw), Greenwood (Erringden)

Also; Cllr Sutherland (CMBC), Richard Seaman (CMBC), Anthony Rae, Lindsay Smales.

Clerk: Emma Green – Officer HRTC.

296. Apologies for Absence and any substitutions

Apologies were received from Cllr Timbers and Jason Boom.

297. Members` Interests relating to agenda items for this meeting.

None were declared at this time.

298. Matters arising from Minutes of Meeting held Monday 14th November 2016 not itemised on this Agenda

No matters were forthcoming.

299. CALDERDALE MBC'S LOCAL PLAN, FLOOD COMMISSION REPORT AND THE ROLE OF THE NEIGHBOURHOOD PLAN

Richard Seaman presented an overview of the Local Plan. Following the decision that it would be necessary to further consult on the Plan a consultation publication will be made available in early March 2017, which will be subject to a six week consultation period scheduled to begin at the start of April.

Representations can be made and the final version will be submitted to the Secretary of State at the end of 2017, ready for examination and adoption in 2018.

In terms of the evidence base, consultants WSP have been tasked with providing the following;

Strategic Transport Model: To include traffic flows and impact, and transportation evidence base.

Spatial Distribution: Considering sites, topography and landscape (South East Calderdale currently having most potential for development and being a key are for growth. The Calder Valley has many constraints and therefore less potential. CMBC Officers will be considering specific potential site allocations for housing early in the New Year.

Strategic Housing Market Assessment: Up to date and is available to view on the Calderdale Council website.

Draft Employment Land Study: Indicates South East Calderdale, particularly around Brighouse and Elland as being growth areas.

Retail Needs Assessment: Final report is to go on to the website. The report suggests minimum opportunities for growth especially considering the move to online and leakage to larger centres.

Strategic Flood Risk Assessment: Final version will be published on the website. Detailed level 2 FRS will be carried out on specific sites throughout 2017.

Greenbelt Review: Has been published and is available online.

Land Allocations: The smallest area of land which will be considered within the Land Allocations is .25 of a hectare. Sequential flood testing will be part of the Land Allocation Process. This information should be available in early 2017.

Policy writing is currently the main focus of the team. The Policy on Air Quality and Climate Change will be completed over the next few months.

Lindsay Smales presented a revised timetable for the Neighbourhood Plan aiming for a draft to be available in February 2017. The Neighbourhood Plan will have the opportunity to look at smaller specific sites than would be possible in the Local Plan.

Anthony Rae questioned how the Local Plan would deal with the recommendations of the Flood Risk Assessment and Brownfield Sites. How can development in these areas be sustained to avoid sterilisation of the valley bottom.

Lindsay Smales presented the concept of resilient homes and introduced the idea of the Neighbourhood Plan containing a design statement to deal with this.

ACTION: The Joint Neighbourhood Plan Committee is to feed back to CMBC what the Key/ Specific Sites will be within the Neighbourhood Plan area so that these may be considered for a Level 2 Flood Risk Assessment.

ACTION: Anthony Rae suggested there should be a statement within the Local Plan of what the approach is for dealing with development of brownfield sites in Flood Risk Areas that is supportive of their continued use, subject to flood mitigation measures also being included in the proposals. Richard Seamen is to take this back to Calderdale Council to consider a zone specific approach and how this might be worded.

ACTION: That the Neighbourhood Plan should provide policy statements for the flood risk sites it wishes to see developed, with a requirement that the proposals should include flood mitigation measures sufficient to meet Environment Agency considerations.

ACTION: That the Neighbourhood Plan (rather than the Local Plan/CMBC) should take the lead in discussing the possible development of flood risk sites directly with the Environment Agency.

Richard Seaman updated the committee that Village Envelopes will not exist in new Planning Policy. The options therefore are to wash over a village with Greenbelt, to which the full force of Greenbelt protection would apply (impacting on small scale development such as home extensions) or to take it out of Greenbelt completely. However this is not a matter for the Neighbourhood Plan Joint Committee to decide but for each Parish to make representations to CMBC.

Roger Greenwood stated that Heptonstall Parish Councillors were finding a lack of clarity in the identification of the Village Envelope and asked for more information on this for their meeting on the 9th January.

ACTION: Richard Seaman to contact Roger Greenwood with detailed information on Village Envelopes.

ACTION: Contact the Environment Agency and invite them to the next meeting of the Neighbourhood Plan Committee to glean information on sequential testing of specific sites and to ensure that approaches are not conflicting. The Neighbourhood Planning Committee should identify specific sites and have a design policy for each.

Cllr Kimber raised the importance of Broadband in the hilltops. This is also addressed as a priority within the Air Quality Policy, with residential permissions being attached to a condition of providing the infrastructure for High Speed services.

300.

NEIGHBOURHOOD PLAN UPDATE

Anthony Rae updated that a Town Board is being set up of which there will be a meeting on the 24th January. It would be an opportunity to inform the Board of the potential solution to the brownfield/flooding problem and to engage them with the Neighbourhood Planning process.

ACTION: Anthony Rae to request this as an agenda item with the Town Board.

Lindsay Smales Circulated the feedback report on the Parish Workshops and Mytholmroyd Walkabout to members for feedback.

ACTION: Emma Green to circulate to report to members and to post on the Website in the New Year.

ACTION: Emma Green to update the website

ACTION: Emma Green to circulate the revised timetable to members and pass observation back to LS.

301.

FUTURE MEETING DATES

Proposed future meeting dates were circulated and approved.

Meeting Finished at 9:20pm.

HEBDEN ROYD TOWN COUNCIL

MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE held MONDAY 16th JANUARY 2017

MINUTES

PRESENT Councillors; Slater – Chair (Heptonstall), Fraser & King (HRTC), Kimber (Wadsworth), Greenwood (Erringden) & Davies (Blackshaw).

Also Anthony Rae (Co-opted Committee Member) & Lindsay Smales (Consultant).

Clerk for this meeting: Jason Boom – HRTC.

346. Apologies for Absence and any substitutions
Apologies were received from Cllr Hodgins.

347. Members` Interests relating to agenda items for this meeting.
None were declared at this time.

348. Matters arising from Minutes of Meeting held Thursday 8th December 2016 not itemised on this Agenda.

After discussion it was noted that a section of the minutes was not complete. The following points were noted to ensure they had been included in former minutes:

- That CMBC had agreed to insert in their Local Plan text that would illustrate that brownfield sites could still be developed with appropriate flood mitigation.
- That CMBC had stated, through Richard Seaman, following pressing that the number of homes expected in the Neighbourhood Plan area would be a ‘few hundred’.
- That CMBC would instruct their consultants on the Local Plan to evaluate the Neighbourhood Plan areas key sites for flood risk, along with any other the Neighbourhood Planning Committee may wish to nominate.

The Town Clerk also reported on the actions taken following the last meeting.

It was noted that the Technical reports promised by CMBC has still yet to be made available with only approximately eight weeks to report/publish proposals according to their schedule.

349. TOWN BOARD

The committee acknowledged the formation of this initiative and welcomed it. The Town Board was yet to meet but it was agreed that it was important that the Neighbourhood Plan is at the forefront of their thinking, especially the proposals for key sites.

The Town Board was viewed to be a mechanism to bring bodies together to move projects forward.

350. NEW CONSULTATIONS & POLICY WRITING

Lindsay Smales circulated a Summary Report of the consultation to date and outlined planned further consultation with Mytholm Meadows and local Schools. A further summary of key sites was also to be added which in Lindsay's opinion was a satisfactory evidence base for the Neighbourhood Plan.

Meetings with Architects representing John Thomson was reported with much enthusiasm for the proposed exemplars of good design to mitigate the effect of flooding. Lindsay would progress this by providing details of site ownership and assist in identifying potential developers.

Lengthy discussion took place regarding potential additional new key sites and the possible need for another designation of sites within the Neighbourhood Plan. These being areas of interest that may over time develop or their situation change which makes their importance increase on the Neighbourhood. This new designation must be supported by a process that would allow the site to be re-considered in the future. Lindsay Smales and Anthony Rae would present a short paper at the next meeting to outline this concept and a possible process to support it controlled by quality design principles.

Sites were discussed and it was proposed that the following sites be elevated to key site status:

- High Street, Hebden Bridge – a site where a development process has been started by the Community Land Trust with support from CMBC via an Asset Transfer. Initial Public Consultation was already underway.
- Stubbing Holme Road/Wireform/Scrap Yard and the site of the former Hebden Vale Centre. A site affected by flooding.
- An area of woodland running between the Buttress and the High Street, Hebden Bridge site mention previously.

Following the adoption of the Neighbourhood Plan there will be a Neighbourhood Plan Map, covering the entire Neighbourhood Plan area, and featuring all of the various designations including Greenbelt boundary, proposed/adopted Local Plan housing allocations, the existing town centre and Conservation Area, 'key sites' and 'areas of interest'.

351.

DATE OF THE NEXT MEETING

This was confirmed as Monday 13th February at 7.30pm in the Greenwood Room.

Meeting finished at 8.49pm

HEBDEN ROYD TOWN COUNCIL

MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE held MONDAY 13th FEBRUARY 2017

MINUTES

PRESENT Councillors; Slater – Chair (Heptonstall), Fraser, Timbers (HRTC), Kimber (Wadsworth), Greenwood (Erringden), Davies & Butterworth (Blackshaw).

Also Anthony Rae (Co-opted Committee Member) & Lindsay Smales (Consultant).

Clerk for this meeting: Emma Green – HRTC.

378. Apologies for Absence and any substitutions

Apologies were received from Cllr King.

379. Members` Interests relating to agenda items for this meeting.

Cllr Timbers – in respect of Item 4 as a member of the Disability Access Forum and advisor for housing to the Equality Commission.

380. Matters arising from Minutes of Meeting held Monday 13th January 2017 not itemised on this Agenda.

Anthony Rae updated that in respect of minute number 349, The Town Board; that the inaugural meeting had taken place it had been agreed that the Town Board would, as one of its key aims, support the development and implementation of the Neighbourhood Plan.

381. COMMUNICATIONS

In respect of a) it was discussed and agreed to note the information and ensure that the recommendations are addressed within the Neighbourhood Plan. It was also agreed that there seemed to be a lack of Policy regarding this matter within the Local Plan.

382. CALDERDALE LOCAL PLAN WORKING PARTY

Anthony Rae reported on the recently published CMBC Local Plan Draft Policies. It is expected that the evidence base including housing allocations and Greenbelt review will be available by the 2nd March. The main housing allocations policy will identify in the region of 200 sites.

Key points were identified. It is suggested that 1000 homes a year will be built however this is not believed to be sustainable. The total number of homes required to satisfy the plan has risen to 15,000 as the number of expected windfalls has dropped.

Valley bottom abandonment, as per minute 299, is somewhat addressed in section 7.9 and 7.10, however, this remains general with no specific reference to the upper Calder Valley.

The Greenbelt review has identified possible areas which may need to be taken out of greenbelt for the next Local Plan. The importance of Greenbelt has been stressed by government.

There is a list of village enveloped to be removed from or retained within greenbelt. Pages 75 – 77 highlights rural exceptions granting permission for affordable housing where applications may have been otherwise precluded.

As yet there is no chapter on transport, including highway capacity, future forecasts or congestion. There seems, currently, to be no place for these issues to be addressed.

Cllr Timbers stated that he was not satisfied with the policy regarding the accessibility of new homes stating that ‘being visitable’ is not sufficient and that there should be provision through planning policy for homes with higher levels of accessibility and of a lifetime home standard. If the need can be evidenced it should be responded to.

ACTION – Write to CMBC to encourage more flexibility within the Local Plan for accessible housing provision (see new housing White Paper)

ACTION – All councils to check about the possibility of smaller scale housing developments in their areas under the proposed local plan policy: Non Allocated sites TP29 Page 64.

ACTION – Once the evidence is published on the 2nd March, arrange an informal meeting of the Neighbourhood Planning Joint Committee to peruse and discuss prior to the formal meeting.

383.

AREA DESIGNATION

The work on the additional areas of interest has not yet been fully completed and shall be tabled at the next meeting.

Lindsay Smales updated that consultation had taken place with the Hebden Royd Schools Council and Hebden Bridge School, and the Disability Access Forum. A session will be held at Mytholm Meadows on the 2nd March. This will conclude this phase of consultation activity. Cllr Davies highlighted the need to engage people with the referendum.

Lindsay Smales stated that at the next meeting, he will table a draft of the general policies, and by the end of April the Parish Specific and Key Site Policies will be available for consideration. The aim is to sign off on the draft plan at the end of June.

Cllr Timbers highlighted that whist policies need to be written in a way which will stand judicial review they also need to be understandable for the public.

It was moved by Cllr Timbers

Seconded by Cllr Kimber and

RESOLVED: To have an easy read version of the key policy documents within the Neighbourhood Plan.

Meeting finished at 8.49pm

HEBDEN ROYD TOWN COUNCIL

MEETING of the JOINT NEIGHBOURHOOD PLANNING COMMITTEE held TUESDAY 14TH MARCH 2017

MINUTES

PRESENT Councillors; Slater – Chair (Heptonstall), Boggis, Fraser, Hodgins Timbers (HRTC), Kimber (Wadsworth), Greenwood (Erringden), Davies & Butterworth (Blackshaw).

Also Anthony Rae (Co-opted Committee Member) & Lindsay Smales (Consultant), and Paul Knights (Member of the public)

Clerk for this meeting: Emma Green – HRTC.

423. Apologies for Absence and any substitutions
None were received.

424. Members` Interests relating to agenda items for this meeting.
No interests were declared

425. Matters arising from Minutes of Meeting held Monday 13th February 2017 not itemised on this Agenda.
A letter is still to be written to CMBC in respect of flexibility within the Local Plan for accessible homes.

ACTION: Clerk & Cllr Timbers to write to Phil Ratcliffe outlining the concerns.

426. CMBC LOCAL PLAN UPDATE
Anthony Rea provided a thorough update of the activities of the Local Plan Working Party, which is now meeting with more frequency as the Local Plan nears the consultation phase. The Draft Plan will go to Cabinet for approval prior to being released for public consultation. Opposition may arise from representatives of areas where housing allocations are viewed to be high. The draft plan has shown limited growth in the upper valley, one of the suggested reasons for this is that the traffic modelling has shown that there is no further capacity for a significant increase in development.
The M62 links provided in the Brighouse area have proved to be more attractive. The transport evidence base has now been released and although it has some amount of factual basis it is weak in its consideration of the current state of the traffic in the area; it shows that the potential for growth is limited but provides no quantitative data.
The local plan continues to work to preserve the character of the Upper Valley for those that live in it and for those that visit it.

427. CMBC PROPOSED DRAFT ALLOCATIONS FOR HOUSING AND EMPLOYMENT
Within the Neighbourhood Plan Area there have only been 7 sites proposed for housing and one site for mixed use with a total of 181 dwellings, far less than

might have been previously anticipated. In addition there may well be additional windfall developments on infill sites.

The density of such housing sites was questioned, however, there is the opportunity to consult on these and guide densities within the Neighbourhood Plan. There was also consideration, that some of the sites which the Neighbourhood Plans considers to be a key site such as the Browns Site has been filtered out of the allocations.

Considering the current allocation, Blackshaw Parish Council was supportive of the two proposed sites at Charlestown.

ACTION: The Committee to make comments to CMBC to affirm its support for these two sites.

Heptonstall Parish Council highlighted concerns around vehicular and pedestrian access should the proposed 90 dwellings be built at Stoney Lane, Albion Terrace and Acres grazing site. Should these sites be confirmed then this matter would need consideration.

428. VILLAGE ENVELOPES

NOTE: Each Parish should make comment to CMBC about the village envelopes proposals.

ACTION: All Parishes to consider the proposed village envelopes in respect of potential sites for windfall developments and consider if the proposed boundary is appropriate.

429. NEIGHBOURHOOD PLAN AREAS OF INTEREST

A document was tabled by Anthony Rae outlining the three elements to be included in the Neighbourhood Plan, these were; a series of maps to highlight specific sites and areas of interest, a list of specific areas of interest and a process for dealing with areas of interesting the future.

It was discussed that this format was useful and appropriate.

It was moved by Cllr Timbers

Seconded by Cllr Davis and

RESOLVED: To incorporate the elements highlighted within the Neighbourhood Plan.

Cllr Boggis Left the Meeting

It was moved by Cllr Kimber

Seconded by Cllr Timbers and

RESOLVED: To include Old Town Mill as a specific site within the Neighbourhood Plan.

430. NEIGHBOURHOOD PLAN PROPOSED STRUCTURE AND CONTROL DOCUMENT

Cllr Timbers welcomed the document with the amendment that Erringden was omitted from the Parish Specific Policies. It was also highlighted that Accessibility needed to be incorporated under Vision and General Policies.

There also needs to be consideration given to the integrated transport hub (Hebden Bridge Train Station) as a key site; how is this accessed? Can access through the park be improved?

ACTION: Lindsay Smales to add key dates to the control document.

Lindsay Smales tabled the proposed emerging general policies.

ACTION: All members to consider the proposed emerging general policies document, and to make comments to assist in refining the policies prior to the next meeting on Monday 10th April.

Anthony Rae highlighted that the core general policies need to be considered against and in conjunction with the local plan policies.

ACTION: Lindsay Smales will present a draft of the Parish and Site Specific Policies at the next meeting.

431. PARKING PROVISION FOR TOWN CENTRE PLANNING APPLICATIONS

The Neighbourhood Plan will seek to address the issue of Town Centre Planning Applications providing adequate parking facilities.

432. NEIGHBOURHOOD PLAN CONSULTATION UPDATE

Lindsay Smales updated that the face to face consultation had now been concluded. Final consultation activities included a visit to Mytholm Meadows and feedback from the Schools Council, in addition to findings of the recent disability questionnaires, which will be summarised in a similar format to previous consultations.

Initial discussion was initiated on sites that had been filtered out by CMBC and whether it would be appropriate to reinstate them following discussion. Representations to be made to CMBC once the Local Plan is made available for consultation and agreement within the Neighbourhood Plan Committee is achieved.

Meeting finished at 8.56pm

Date of the next meeting – Monday 10th April 2017.