



**MINUTES OF THE HARDEN NEIGHBOURHOOD PLAN PROJECT TEAM
HELD ONLINE ON 16th November, 2020**

Present: Cllr Kay Kirkham (Chair)
Cllr Gerwyn Bryan
Cllr Jools Townsend
Steve Johnson
Ken Eastwood (Clerk)

1. Apologies for absence

Apologies were received from Jamie Wilde (IntegreatPlus) and Cllr Ann Taylor.

2. Minutes of last meeting

The minutes of the previous meeting held on 1st October, 2020 were accepted.

3. Feedback and update from IntegreatPlus

The Clerk read out an update received by email from Jamie Wilde: -

- The draft NDP will be sent to the group by the end of the week for review.
- St Ives is an area of the plan that we have been working on improving. Bradford have suggested we speak with Friends of St Ives to gather their views and to understand their priorities. Is someone in the group happy to speak with them and relay info back so that we can potentially draft a policy on it? I understand the Mansion House is currently for sale and CBMDC have suggested we may have a view on how/what it is used for in the future.
- CBMDC still do not have a time for when they will be consulting on the Core Strategy Partial Review or the Site Allocations. They have said they will keep me updated on these.
- With regard to consultation here are some suggestions: -
 - If we are able to promote through the newsletter that would be great. I am happy to produce something visual if needed.
 - All the respondents to the previous engagement activities should be consulted via email where they have been collected.
 - Local groups/organisations/clubs etc.
 - As discussed at the last meeting I am happy to run some sort of remote drop-in on Zoom where people can ask questions about the NDP as part of the consultation.

- Bodies we should consult include CBMDC, Natural England, Environment Agency, Historic England, Friends of St Ives.

Actions

- Cllr Bryan to discuss ST Ives with the Chair of the Friends Group.

4. Consultation arrangements

There was a discussion about the consultation and planned newsletter. It was agreed, given the time of year and COVID-19 lockdown, to put back the consultation, to start 1st February 2021.

Actions

- The Clerk to check that Shipley Print are open.
- Cllrs Kirkham and Townsend to liaise over the newsletter.
- Cllr Townsend to draft a detailed timeline for the 6 -week consultation.
- Zoom drop-in event to be arranged towards the end of the 6-week period.
- The Clerk to liaise with Jamie Wilde over consultation questions and online arrangements.
- The Clerk to contact school and ask how they can assist.

5. Non designated heritage assets

A draft letter to heritage asset owners, previously circulated, was discussed.

Actions

- Minor edits proposed to be finalised by the Clerk and Cllr Kirkham.
- A link to be included in the letter to the draft heritage assets assessments report, to be published on the website.
- The Clerk to ask the report author to remove reference to the former toilets but that further additions to the report should not now be considered.
- Cllr Kirkham to share the mailing list with Steve Johnson.

6. Any other business

Steve Johnson enquired about progress with the Travel and Transport report and queried how he could be involved. The Chair clarified that the report was being considered and actions progressed outside of this group. There would be opportunity for others to be involved and have input.

7. Date of next meeting

Provisionally proposed 20th January, 2021 at 5pm (subject to availability of others not present).