



**MINUTES OF THE HARDEN NEIGHBOURHOOD PLAN PROJECT TEAM  
HELD ONLINE ON 20<sup>th</sup> January, 2021**

**Present:**  
Cllr Kay Kirkham (Chair)  
Cllr Gerwyn Bryan  
Cllr Jools Townsend  
Cllr Ann Taylor  
Jamie Wilde  
Ken Eastwood (Clerk)

**1. Apologies for absence**

Apologies were received from Steve Johnson.

**2. Feedback and update from IntegreatPlus**

Jamie Wilde stated that revisions to the draft plan to incorporate the latest round of comments would be completed shortly.

The key views section of the plan also requires some further work following advice from Bradford Council with regard to evidence and justification. This is close to being finished.

A Strategic Environmental Assessment and Habitats Assessment need to be completed and sent to the Environment Agency, Historic England and Natural England. The 6-week Regulation 14 consultation cannot commence until responses have been received from these statutory consultees. Responses typically take 2 to 3 weeks and it is planned to send off the assessments on the 21<sup>st</sup> January.

**3. Consultation timeline and planned actions**

The Engagement and Consultation Plan was discussed, and it was proposed that Jools Townsend would revise the plan to provisionally lead to the consultation period commencing on 9<sup>th</sup> February, subject to receipt of comments from the statutory consultees by 4<sup>th</sup> February.

With the same caveats, the proposed online drop-in and Q&A event will be held on 15<sup>th</sup> February at 6.30 to 7.30pm.

**Actions**

- Jamie Wilde to prepare a letter and notice announcing the consultation.

- Jamie Wilde and the Clerk to collaborate over web content and online feedback form.
- A summary list of policies and printed summary of the plan and feedback form to be prepared for those residents unable to get online.

#### **4. Non designated heritage assets**

Minor edits and corrections have now been incorporated into the plan. Comments on some addresses were discussed. It was noted that the former toilets had been removed from the Heritage Appraisal.

#### **Actions**

- Jamie Wilde to provide details of minor edits and address changes to the Clerk to collate with other feedback and to be shared with The Urban Glow to finalise the Heritage Appraisal document.

#### **5. Any other business**

There was discussion about including neighbouring Local Councils in the consultation and it was agreed to do so.

Jamie Wilde outlined the next steps, stating that following the consultation the Project Team will need to meet to review and consider feedback received and any amendments made before the plan goes to a meeting of the Village Council for final review.

Supporting documentation will include a statement of community consultation – generally containing details of all consultations and engagements events. This will include a list of all comments received during the 6-week consultation and a narrative on whether and how incorporated.

Formal submission would follow, from when Bradford Council would assume all responsibility for the plan and the referendum.

It was acknowledged that the timescales suggest that it will not be possible to use the local elections, if they do in fact go ahead in May.

#### **6. Date of next meeting**

To be agreed following conclusion of the Neighbourhood Plan consultation.

Meeting closed 5.53pm.