

RIPPONDEN PARISH COUNCIL

Neighbourhood Planning Committee Meeting held on Tuesday 19th June 2018 at 7.00pm

Cllr Potts chaired the meeting

Present:- Cllr Carter, Cllr Johnson, Dr Smales

1. To receive apologies for absence and lateness

Absence – Cllr Robins, Cllr Russell

2. To approve the Minutes from the meeting held on Monday 21st May 2018

NPC2019-04 Resolved in a motion by Cllr Johnson and seconded by Cllr Potts that the Minutes be accepted as a true and correct record of the meeting held on Monday 21st May 2018.

3. Any Matters arising from previous Meetings

Dr Smales reported on his meeting two weeks ago with Mr Ratcliffe of Calderdale Council. He had left a copy of the draft plan with Mr Ratcliffe who agreed to get back with any comments as quickly as possible. Dr Smales advised that Mr Radcliffe had confirmed that the Parish Council would be responsible for the cost of printing the final approved plan. It was thought that around 200 should be printed.

Dr Smales also reported that Calderdale Council's Local Plan had been publicised and was due to go to public consultation 10th August 2018.

4. To receive version 2 of the initial draft Neighbourhood Plan

Dr Smales advised that he could not present version 2 to the meeting until comments had been received back from Mr Ratcliffe. The Meeting did however discuss the revised 'Allocated Housing Sites' included in the Local Plan. It was felt that the Neighbourhood Plan did not need to specifically refer to these sites and that more generic principles would be more appropriate i.e. criteria for materials, flood resilient housing etc.

Dr Smales circulated two front cover samples for discussion. The Meeting preferred the cover that included photographs of the parish, but felt that pictures of the four main churches should be included and maybe a new housing image. Dr Smales confirmed that he would tweak the draft and circulate to Committee members via e-mail for comments.

It was agreed that version 2 of the draft Neighbourhood Plan should be signed off at the next meeting mid-July to enable the draft plan to be distributed to all Parish Councillors with the Agenda for the Full Council meeting to be held on 26th July 2018. The Clerk would need the final initial draft by 19th July to enable Parish Council approval to be given on 26th July. The six week consultation process would then go live on Monday 30th July 2018 on the website and the Clerk would organise printing of the draft to enable this to be sent out to stakeholders.

5. To discuss the next steps and any further actions required prior to the next meeting

The amended front cover to be circulated to all Committee members via e-mail for comments as soon as possible.

The Clerk to obtain a new quote from Brookfoot Printing for the printing of the draft.

The questionnaire to accompany the six week Consultation needs to be drafted and circulated for approval prior to the next meeting. The Clerk should liaise with Cllr Potts to get the questionnaire on survey monkey and a link put on the front page of the website to go live 30th July. A pdf version of the draft plan should also be available on the website.

Approval of the stakeholder list should be an Agenda item at the next meeting.

6. Any other Business

Cllr Moran who attended as an observer asked Dr Smales if an assessment of the impact of the plan on other areas needed to be done. Dr Smales confirmed that this was an issue for the Local Plan not the Neighbourhood Plan, but neighbouring Council's and Authorities would be included in the stakeholder mailing list.

7. To agree the Date of the next meeting

It was agreed that the next meeting should be Tuesday 17th July 2018 at 7.00pm.

The meeting closed at 7.45pm