**Cawthorne Neighbourhood Plan**

**Steering Group Meeting held**

**On Monday, 11 June 2018**

**Moxon Room, Cawthorne Village Hall**

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| **Present:** Tony Butterworth, Sharon Pitt, Louise Kirkup, Mike Rimmer, Ken Arundel, Jack Danaher,  Lesley Cassell | | |
|  |  | **Action** |
| **1.** | **Introduction and update**  It was noted that Richard Nicholson and Chris Scorah did not attend.  Tony informed the group that both he and Sharon had now resigned from the Parish Council and asked whether members felt that a PC representative was necessary on the Steering Group. Members felt this was not necessary and Louise confirmed the Group just needed to report back to them. No action therefore taken on this point.  Tony also reported on the good news around the 2 sites earmarked for residential development in the village. The Inspector confirmed these sites should not be included in the housing allocation and the Darton Road site should revert back to safeguarded land and the Stanhope Meadows site should revert green belt.  The Group had also been contacted by PC in respect of the Conservation Area extension as Helen Willows (BMBC) has confirmed the Neighbourhood Plan Group should be the people to take this forward. PC requested to be included in any Neighbourhood Plan meetings. Following discussion it was agreed it was not necessary for Parish Councillors to attend but they would be informed of any developments. Louise confirmed that Parish Council do have the legal responsibility for the Neighbourhood Plan which needs their approval and to appear on their letterhead but it was not necessary for them to be involved in meetings. It was also noted that the Conservation Area is a separate grant from the Neighbourhood Plan. |  |
| **2.** | **Grant Application**  Ken confirmed that this has been approved in the budget for the rest of the financial year and is awaiting a final letter of confirmation – not received as yet. Louise advised to ask for another letter to be sent as original one may have gone direct to PC. Ken to check with Parish Clerk. There is more money earmarked with the PC if required. Louise confirmed funding for technical support would be available from ACON who are an international consultancy with diverse expertise agree the timeline and do the work with Louise producing a brief. She confirmed no extra payment would be needed for the brief. Louise will look at Diana Asquith’s report and contact LA Conservation Officer. | **KA** |
| **3.** | **Report from sub groups :**  **Housing – Jack Danaher**  Jack reported that despite protracted conversations with BMBC re details of a previous housing survey no information could be found. Louise confirmed that following the decision on the two proposed sites the Housing section of the plan should be started.  Include general information re housing but now sites have been discounted need to mention small infill sites have been considered and the NP supports the need for these. Better to make no mention of large scale developments.  **Infrastructure – Mike Rimmer**  Mike confirmed he had sent through information to Louise. Big issue is car parking. Residents have lots of different views – Louise suggested doing a consultation exercise on where yellow lines would be best placed in the village. Yellow lines in the middle of the village would be thought very intrusive in a conservation area. More important to designate additional parking areas in the village eg. taking half of the orchard. It is important to keep Cannon Hall parking and village parking separate.  **Tourism & Business – Richard Nicholson**  Richard did not attend so no information was available. Tony will ask him to send his comments to Louise.  **Landscape & Sport – Lesley Cassell**  Lesley confirmed she had nothing to add to the plan. Other suggestions of green areas to be added were :   * Peace Garden * Wide verge with apple trees between Methodist Chapel & Horncroft (re protecting historical appearance of chapel) * Wide verges up Stanhope Ave   Need to demonstrate reasons why these areas are important and all green areas need to be on a map. More photos needed.  Views are also important – not included at the moment. Description of why the view is important and map showing where you would stand to appreciate the view.  Tony also reported he had wildlife details over the last 12 months on the fields behind Darton Road which he would send to Lesley. A tree on the site now has a preservation order on it.  In addition there is now evidence of adders – Louise to add this back in | **JD**  **TB**  **LK** |
| **4.** | **Confirmation of Timeline**  25 June – Deadline for feedback and more photos to Louise who will then finalise plan  End of July – Louise to circulate Plan to Steering Group.  September – Informal plan will be sent to BMBC and then another consultation to take place with residents when key questions should be asked :   * Do you agree with local green spaces – are there any we have missed * Are you happy with housing policy * Maybe Straw poll re parking in orchard   Christmas time – Formal plan to BMBC and then goes to Parish Council for approval.  SEA work will be done at the same time. |  |
| **5.** | **Date of next meeting**  To be confirmed. |  |