**Mirfield Town Council Sub Group Neighbourhood Planning Meeting**

**Tuesday 27th March 2018, 1pm to 2.15pm Civic Centre 1 Huddersfield**

**(10th Meeting)**

**Notes**

**Present :** Cllr Martyn Bolt, Christine Sykes, Phil Tolson

Jo Scrutton, Sarah Smith

**Apologies:** Lesley Peers, Cheryl Tyler

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|  | **Item**  | **Action**  |
| **1.** | **Introductions** |  |
| **2.**  | **Strategic Environmental Assessment (SEA)**SEA required for neighbourhood plans that include site allocations. Policies may require an SEA dependant on the nature of the policy. An officer from Kirklees Council planning policy group will undertake a screening assessment of the draft neighbourhood plan to see if a full SEA is required when the plan contains sufficient information. For example a vision, objectives, first draft policies and whether the plan will contain site allocations. Kirklees will also consult statutory consultees, Historic England, Natural England and the Environment Agency as part of this process. Full SEA required for Newsome Neighbourhood Plan as it contains site allocations and policies. Technical support received through Locality, AECOM undertaking a full SEA of the neighbourhood plan. Funding for Neighbourhood Plans through Locality has been updated. JS provided details.  <https://mycommunity.org.uk/2018/03/15/new-neighbourhood-planning-programme-changes-to-my-community-everything-you-need-to-know>Grant funding <https://neighbourhoodplanning.org/about/grant-funding>Technical support <https://neighbourhoodplanning.org/about/technical-support>Technical support/grant funding technical notes<https://neighbourhoodplanning.org/toolkits-and-guidance/neighbourhood-planning-grant-technical-support-guidance-notes> | JS  |
| **3.** | **Mirfield Matters Survey** Feedback – ‘great start’ for baseline information. Consultation on the neighbourhood plan should be a re-iterative process and recorded. Need an audit trail for the Statement of Consultation. Although the consultation referred to children and young people it is not clear who answered the survey e.g. head of the household. Page 2 of the survey highlights the ‘participation of residents over the age of 18’. As such this was highlighted as a gap. JS provided information on techniques for community consultation and highlighted examples such as social media and a stand at Mirfield Show and other public events. It doesn’t need to be formal. <https://neighbourhoodplanning.org/toolkits-and-guidance/how-to-consult-with-your-community>**Mirfield Matters Summary** A few examples from the key findings were discuss. Walking – Mirfield Promenade priority. It is designated Strategic Green Infrastructure in the Local Plan. May wish to provide more detail. Transport – New guidance for Neighbourhood Plans from MY Community to be published shortly. Public Transport - A neighbourhood plan can add support for facilities but cannot require it. Neighbourhood Plans have tended to focus more on green networks.Cllr MB referred to the ‘six acre standard’ for play areas and an off site contribution to be provided as part of the S106 for the Mirfield 25 housing allocation, 166 dwellings. Matter to be referred to Policy Officer leading on Open Space and details to be provided back to group.  | JS JS/SS  |
| **4** | **Project plan/Local Plan evidence/Policy** Project plan is fluid and requires up dating. To be discussed at next steering group meeting. Local plan evidence – Council will provide support on local plan evidence base when required on request. Kirklees Observatory has detailed information on many different topics including population statistics etc… Also has some data at parish level. Cllr Benson has asked for advice on SUDS and whether it could be incorporated into a Neighbourhood Plan. Neighbourhood Plans don’t need to duplicate Local Plan policy. There is a policy in the Local Plan on SUDS which meets national and local requirements and has been agreed with the Environment Agency. A neighbourhood plan policy should be used to add further detail. Policies within the Local Plan should be looked at as a starting point.  | CS |
| **5.**  | **Local Plan Update** Stage 4 hearings now complete. Inspector to issue a letter with her initial thoughts in the next couple of weeks. The Inspector is holding a session on the 26-27 April to discuss specific housing issues – Housing trajectory, objectively assessed need, 5 year housing land supply. The Inspector will set an agenda. Further details to follow after Easter from Yvonne Parker, Programme Officer. Following this session, the Inspector will provide a fuller report on progress. If there are no ‘showstoppers’ the Council will consult on proposed modifications. The timetable is dependent on the Planning Inspector.   |  |
| **6.** | **Other Neighbourhood Plans**Newsome Ward Community Forum – Second draftHolme Valley Parish Council – Consultation on first draft in MayKirkheaton Future steering group (Kirkburton Parish Council) – producing first draftMeltham Town Council – Initial enquiresLepton Steering group have agreed neighbourhood area with Kirkburton Parish Council not submitted an application to Kirklees Council for neighbourhood area designation as yet. Linthwaite/Slaithwaite & Marsden – Initial enquires  |  |
| **7.**  | **Date of next meeting** End of June 2018 – Dates to be provided to CS | SS |