

Mirfield Town Council Sub Group Neighbourhood Planning Meeting

Friday 27th January 2017, 9.30am to 11.30am Civic Centre 3 Huddersfield

Notes

Present : Cllr Martyn Bolt, Peter King, Cheryl Tyler, Christine Sykes
Jo Scrutton, Sarah Smith, Richard Hollinson (part)

	Item	Action
1.	Introductions	
2.	<p>Neighbourhood Planning in Kirklees</p> <ul style="list-style-type: none"> • Newsome Ward Community Forum – Newsome neighbourhood area is the ward excluding Town Centre. Lead by Cllr Julie Stewart Turner who is happy to offer advice on applying for grants/support • Holme Valley Parish Council – Neighbourhood area is the whole of the parish area • Kirkburton Parish Council with steering group Kirkheaton Future - Neighbourhood area is Kirkheaton. 	
3.	<p>Roles and responsibilities</p> <p>RH talked through Service Level Agreement (SLA). The SLA is not a legal contract. It sets out the roles and responsibilities for each party.</p> <p>Kirklees Council has statutory responsibilities and will provide advice and assistance (section 6); however, this is subject to time limitations and resources.</p> <p>Presently delegated powers are not afforded to Officers to agree submit a neighbourhood plan for examination. The opportunity to review delegated powers was discussed. At present such as decision would need to be made at a full Council meeting. Cllr Bolt to raise this issue with Jacqui Gedman for further discussion</p> <p>Mirfield Town Council sub group need to start and build the Neighbourhood Development Plan.</p> <p>Important to have and maintain dialogue throughout the process. Local Planning Authority provides a named contact. It was agreed that Christine Sykes would be the point of contact for Mirfield</p>	<p style="text-align: center;">Cllr Bolt</p> <p style="text-align: center;">Mirfield Town Council and sub</p>

	<p>Town Council sub group. Relationship of sub group and Mirfield Town Council to be agreed.</p> <p>Sub group need to think about what support they need and the cost and time.</p> <p>Walton Parish Council have produced a Neighbourhood Development Plan containing policies, could be useful to talk to them with regards to the process.</p> <p>Local Plan does not need to be adopted before production on the Neighbourhood Plan starts. It is intended to submit the Local Plan for Examination at the end of March. It is the Planning Inspector which dictates the timetable of the examination.</p> <p>SLA amendments, section 7 qualifying body responsibilities point e. change regular to timely. Insert Mirfield Town Council where required. Send to sub group.</p>	<p>group</p> <p>Sarah Smith</p>
<p>4.</p>	<p>Project management, timetable and resources</p> <p>Project plan</p> <p>JS talked through the early stage plan of the Neighbourhood Plan Project Planner produced by My Community Locality.</p> <p>Key points:</p> <ul style="list-style-type: none"> ➤ Plan must be representative of the community ➤ Draft vision and objectives important for sustainability appraisal scoping. <p>JS provided printed copies of some guidance documents produced by Planning Aid that would be useful. Links to documents to be provided so they can be viewed electronically.</p> <p>Grants/Technical support</p> <p>There are grants available of up to £9000 from Locality. Further technical support and additional grant of up to £6000 for complex cases. Send links to Locality/My Community support.</p> <p>New Homes Bonus – Can this be used for funding a Neighbourhood Plan? To be explored.</p>	<p>Sarah Smith/Jo Scrutton</p> <p>Sarah Smith</p> <p>Cllr Bolt/Sub Group</p>
<p>5.</p>	<p>Scope of Plan</p> <p>To be determined. Some ideas included:</p>	

	<ul style="list-style-type: none"> ➤ Could update Mirfield Design Statement. Neighbourhood Development Plan has more statutory weight than design guidance. ➤ Could include policies on the design and type of housing ➤ Could include Mirfield Promenade ➤ Could allocate land as local green space <p>Note: The local plan is the only mechanism for changing green belt boundaries</p>	
<p>6.</p>	<p>Next steps</p> <ul style="list-style-type: none"> • As set out above, Service Level Agreement to be updated and links to guidance and resources to be sent to sub group. • Mirfield Town Council and sub group to consider and agree their working relationship, as referenced above. Some examples of terms of reference to be sent to Mirfield Town Council. It is important to maintain a dialogue between the forum, Mirfield Town Council and Sarah • Sub group to scope out the aims and objectives of plan. 	<p>Sarah Smith</p> <p>Mirfield Town Council and sub group</p> <p>Sarah Smith</p> <p>Sub Group</p>