

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Minutes of the meeting held in the Methodist Chapel, Kirkby Malzeard on 29 March 2022

Steering Group members present: Cllr Peter Saxon (Chair), Mrs Claire Walker (Vice-Chair), Cllr Fiona Robertshaw. Mr Andrew Towlerton (Planning Consultant). Mr Howard Mountain (Secretary). No members of the public present.

The meeting commenced at 7.30pm.

1. Welcome. Receive and Approve Apologies. Declarations of Interests.

PS welcomed members to the meeting. Apologies were received and approved from Mrs Anne Hancock, Cllr Jane Aksut, Cllr Chris Floyd and Cllr Geoffrey Berry. There were no Declarations of Interests by Members.

2. Approve minutes of meeting held on 23.02.2022

The Minutes of the last Meeting were approved as an accurate account and were signed as such by the Chair.

3. Action Points from previous meeting (where not dealt with elsewhere on Agenda)

None.

4. Public Consultation.

a) Community Facilities Sheet. CW confirmed that the quantitative data had been entered onto Google Forms and this would be made available on the community website in due course. HM confirmed that the qualitative data from Questions 2 and 6 had been collated and summaries of the main themes produced which will also be published. **Action: JA to coordinate publication on website.**

5. Stakeholder Consultation.

a) Additional responses received from the Parochial Church Council and the Save the Henry Jenkins Campaign Group. **Action: HM to add to existing Stakeholder Consultation Document.**

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6. Introductory Chapters and Draft policies.

- a) Introductory Chapters including History, Vision statement and Objectives (Sections 1-3).
- b) Built Heritage Policies including Introduction, Listed Buildings, Local Character Buildings, Community Facilities, Assets of Community Value, Special Character Areas: (Section 4.1-4.3).
- c) Natural Environment Policies including Protecting and Enhancing the Landscape, Local Green Spaces, Allotments, Dark skies, Wildflowers and Wildlife, Trees Hedgerows and Woodlands: (Section 4.4)

7. Draft Housing, Transport Policies and Examination of Design Issues.

- a) Draft Housing Policies including Sustainable Growth, Supporting Housing Growth, Windfall Sites, Second Homes, Housing Mix, Affordable Housing. (Section 4.6)
- b) Draft Transport Policies including Traffic Impact, Car parking in Kirkby Malzeard village (Section 4.7).
- c) Examination of Design Issues.

Items 6 and 7 were considered as one item following the redrafting of the Draft Plan to incorporate the amendments made at the last meeting. Further amendments were made at this meeting some of which were of a minor nature only to include spelling etc which are not listed here.

The following points were noted:

1. Clarification required as to whether the NP officially has a start date of 2019 (when the NP was designated) or the date when it is ultimately 'made'. **Action: AT to confirm.**
2. A draft Vision Statement consisting of '*to build a strong sustainable future, while conserving the character of the area*' requires further discussion as does the exact wording of each of 'The Objectives'. **Action: To be discussed at next meeting.**
3. It was agreed that the NP would not seek to allocate any housing in addition to that already allocated by the Harrogate Local Plan in line with the responses received to the Public and Stakeholder consultations.
4. It was agreed that the existing 'Kirkby Malzeard Village Design Statement' (which was created in 2002 and, as the name suggests, only covers the village rather than the whole of the

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Parish) will be 'retired' and replaced by the Neighbourhood Plan once it is 'made'. The VDS has served the village well since its introduction but some aspects are now out of date.

5. It was agreed that in respect of the priority for the future allocation of affordable housing in the Plan Area that they should firstly be for those from this Parish, secondly for those from adjoining Parishes and then latterly for those from other parts of Harrogate District.

6. That in relation to the Highway Safety policy that this should include the requirement that any development (residential or business) within the proximity of a village must have a public footpath connecting it directly to the centre of that village.

7. That further public consultation be taken in respect of the possible location of a public car park within Kirkby Malzeard. At this time the most obvious location would appear to be on the Northern end of The Green as this would serve visitors to Highside Playing Fields, the Children's Play Area and the Doctors Surgery as well as residents of The Green. Other suggestions would be sought.

8. That further evidence will be sought as to whether a policy to limit the number of holiday lets (in order to help provide homes for local residents such as young families or those down-sizing) would be justified.

9. That a policy to restrict 'temporary structures' such as static caravans, containers etc, particularly in rural areas, be included.

10. That further work is needed to finalise the lists of 'Local Green Spaces', 'Buildings of Local Heritage Interest', 'Community Facilities' and 'Special Character Areas'. **Action: To be discussed further at the next meeting.**

8. Approve payment of invoice.

a) An invoice from Andrew Towlerton Associates for the sum of £1,600 (plus VAT) for planning consultation services was approved.

b) Invoices are awaited in respect of hall hire for this meeting and the previous two meetings at a total cost of £70 and these were approved in advance. The balance of the grant funding for 2021-22 remaining once these costs have been deducted will be £3,878. **Action: HM to inform the PC and request that they approve payment of these invoices from the grant funding at their next meeting. HM to submit an end of grant report to Locality and arrange for the PC to return the unspent grant sum. A new application for grant funding for 2022-23 will be made in due course.**

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9. Any other business

a) CW advised that she is making enquiries to establish the cost of digital publicity in order to ensure that all relevant local parties are fully aware of the NP and also encourage membership by residents on the SG. **Action: Matter to be placed on the agenda for the next meeting.**

11. Date of next meeting.

This will be held in the Methodist Chapel School-room on Tuesday 26 April 2022 commencing at 7.30pm.

Minutes were taken by HM. The meeting finished at 9.05 pm.

Neighbourhood Plan Contact details: For information on the Neighbourhood Plan please contact Howard Mountain on kmlldpc@btinternet.com Tel. 01765 689390.

Agendas, Minutes and other information available under the Parish Council pages of Kirkby Malzeard Area community website: www.kirkbymalzeardarea.org.uk

Parish Council Contact details: Clerk - Victoria Preston, 17 Cypress Gardens, Ripon HG4 2LT. Tel: 07725 801675. Email: clerk.kmlldpc@outlook.com Facebook: @kmlldpc

Dated 02.04.2022

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