



## Tadcaster Town Council

The Ark, 33 Kirkgate, Tadcaster LS24 9AQ

01937 834113

clerk@tadcastertowncouncil.gov.uk

www.tadcastertowncouncil.gov.uk

Open Monday to Thursday 9.30am to 12.30pm

# MINUTES OF TADCASTER NEIGHBOURHOOD DEVELOPMENT PLAN - WORKING GROUP MEETING HELD ON THURSDAY 17 DECEMBER 2020 AT 11AM ONLINE AT ZOOM - <https://zoom.us/j/96364374967>

**PRESENT:**

<b>CHAIRMAN</b>	<b>D Gluck</b>
<b>COUNCILLORS</b>	<b>D Bowgett, S Cobb, F Greig &amp; D Mackay</b>
<b>CONSULTANT</b>	<b>M Dando</b>
<b>DEPUTY CLERK</b>	<b>J Mottershead</b>

**NDP 17 APOLOGIES** – None

**NDP 18 MINUTES** – Members approved the minutes of the 26 November 2020 subject to 2 amendments at NDP 13 and NDP14.

**NDP 19 MATTERS ARISING** –

– Visioning Exercise Video was near completion. Narration editing was required prior to release onto the Council Website and Facebook.

### **ACTION** –

- **F Greig to contact K Perkins regarding timings of the above.**
- **D Gluck to arrange for the circulation of the video to members prior to release.**
- D Gluck reported that future Neighbourhood Planning would be influenced by the Local Plan due for consultation in 2021.
- Members had been asked at the last meeting to consider and make notes/lists of the following: -
  - **Built Environment/Heritage**
    - list of areas outside the conservation area that might have heritage value – including the 1 or 2 areas on the periphery of the existing conservation area
    - list of non-listed buildings of possible heritage value, e.g. The Barn
  - **Green/Natural Environment**
    - list of ‘local green spaces’ worthy of protection from development (NB indicate also if in need of enhancement)
    - list of ‘opportunity sites’ with potential for use/development for green/open space purposes
  - **Community Facilities**
    - list of facilities that should be protected in community use
    - list of community facilities currently missing from the parish
    - list of ‘opportunity sites’ with potential for use/development for community facility purposes
  - **Economic Development**
    - list of ‘opportunity sites’ with potential for use/development for economic development purposes, including a hotel
  - **Traffic/Transport/Travel**
    - list of routes for new public rights of way (PROW), e.g. missing links in existing PROW network

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-list of routes for new cycle paths

-list of 'opportunity sites' with potential for use/development for traffic etc. purposes, e.g. for a new car park

**ACTION – Members to forward ideas lists and comments regarding the above to the Deputy Clerk before the end of the year.**

**NDP20 STEERING GROUP MEMBERSHIP – D Gluck –** there were 7 potential new members for the group.

**ACTION- D Gluck to contact the above potential members and forward any contact details to the Deputy Clerk to add to the circulation list.**

**NDP 21 LOCALITY TECHNICAL SUPPORT PACKAGES – MD/DG –**

M Dando reported that Locality Technical Support Packages information for supporting Neighbourhood Plan preparation had been circulated to members.

He had narrowed the packages to 3 as follows: -

**1. Housing Needs Assessment –** Discussions and updates would be required from SDC Planning. More housing is needed in the town.

**2. Master Planning –** The Town Centre would be looked at regarding how the Neighbourhood Plan policies/actions could complement SDC initiatives in the future. An SDC Planning update would be required to avoid duplication.

**3. Design including Design Codes –** Technical Support would look at the Conservation Area and make suggestions and advise on design and what to include in the plan.

**ACTION – D Gluck to work with TTC to apply to Locality initially for Design including Design Code support and to set up Zoom meeting with SDC officers in advance of this and other application.**

**NDP 22 DRAFT POLICY INTENTIONS DOCUMENT FRAMEWORK – MD –**

• **What Sort of Place Will Tadcaster be in 2040 –** D Gluck approved the draft as it encompassed the groups brainstorming comments.

**ACTION - Members to send any comments regarding the above to the Deputy Clerk.**

• **Draft Policy Intentions Document Framework –**

**ACTION – Members to make comments on the highlighted elements of the document and forward to the Deputy Clerk.**

**NDP 23 POLICY INTENTIONS DOCUMENT CONSULTATION –**

M Dando - the Work Programme and Costs section of his tender outlined consultation suggestions as follows: - "a document to be distributed to each household/business together with a survey form, complemented by an on-line survey using Survey Monkey (NB it should be possible to deliver this through the combined resources of the consultant/steering group/clerk/volunteers)"

Members discussed costing of the above consultation.

D Bowgett as Chairman of the Councils Finance & General Purposes Committee reported that a review of consultation future costings could be discussed in next years Budget process.

The intention was for the consultation to have taken place by the end of April 2021, dates for the process would be worked back from this date.

**ACTION – M Dando to contact SDC Planning to cross reference the above intentions.**

**NDP 24 NEXT MEETING –**

**ACTION – D Gluck to set meeting dates for February March, late April and early May and circulate to members.**

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**NDP 25 AOB –**

- Members were informed that M Middlemiss and G Lodge had resigned from the group.
- D Gluck reported that a Terms of Reference would be required for the group.

**ACTION – D Gluck to draft the above circulate to members and seek approval at the Council meeting on 9 February 2021.**

- D Gluck reported that a specific NDP Statement of Community Involvement would be required for the group.

**ACTION – D Gluck to draft the above circulate to members and seek approval at the Council meeting on 9 February 2021.**