



## Tadcaster Town Council

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Open Monday to Thursday 9.30am to 12.30pm

### **MINUTES OF TADCASTER NEIGHBOURHOOD DEVELOPMENT PLAN - STEERING GROUP MEETING HELD ON THURSDAY 6 SEPTEMBER 2021 AT 10.00AM AT THE BARN, ST JOSEPH`S STREET, TADCASTER**

**PRESENT:**

<b>CHAIRMAN</b>	<b>D Gluck</b>
<b>STEERING GROUP</b>	<b>D Bowgett, S Cobb, M Dando, F Greig, D Mackay, E Merer</b>
<b>DEPUTY CLERK</b>	<b>J Mottershead</b>

**NDP 47 APOLOGIES** – J Shilleto.

**NDP 48 MINUTES** – D Gluck reported that there were no minutes to record for the 13 August 2021 meeting.

**NDP 49 MATTERS ARISING** – None

**NDP 50 POLICY INTENTIONS DOCUMENT FINAL DRAFT -**

M Dando reported that the draft had been concentrated and simplified in readiness for the Community Consultation.

The document was discussed page by page and several points in the text were considered, agreed and adjusted as required.

A Housing Needs Assessment would be required ahead of the Design Statement, this could be carried out through the Locality Package by AECOM free of charge.

The document would require visual improvements prior to release.

**RESOLVED – to appoint a designer to make necessary design improvements.**

**ACTION – D Gluck to deal.**

**NDP 51 POLICY INTENTIONS DOCUMENT CONSULTATION –**

Members agreed the following: -

- A 4-week Consultation to start 15 October 2021 and end 12 November 2021.
- To print the above draft document following changes as agreed above.
- Circulate Document to all addresses and Statutory and non - Statutory Consultees.
- Feedback to be completed via a Survey Monkey Questionnaire and hard copy.

**ACTION – M Dando to word the above questionnaire for Survey Monkey and hard copy.**

- TTC Website to be updated to include all relevant NDP information.
- A Drop In Session at the Barn on 23 October 2021.
- Advertising of the Consultation.
- A covering letter to be compiled to be sent with Consultation information.

**NDP 52 PROJECT PLAN/TIMETABLE** – As per paper circulated.

**NDP 53 LOCALITY TECHNICAL SUPPORT PACKAGE – DESIGN/DESIGN CODES STUDY –**

The Design Code first draft was due to be submitted and would be available online, comments would be required two weeks following submission. The work would be finalised by the end of the year. AECOM were in contact with SDC regarding the Conservation Appraisal as the plans would be closely linked.

**Minutes - Tadcaster Neighbourhood Development Plan  
6 September 2021**

AECOM through Locality were to be appointed to complete a Local Housing Needs Assessment, checks that SDC plans would not overlap were to be carried out. A Community Consultation would follow.

**ACTION – D Gluck & JM to contact Locality to ask for the process of applying for the above Technical Assistance.**

**NDP 54 ANY OTHER BUSINESS** – M Dando was thanked for his assistance.

**NDP 55 DATE OF NEXT MEETING** – 6 October 2021.