

## Pool-in-Wharfedale Neighbourhood Plan Steering Group Notes of Meeting – Thursday 20 July 2017

**Present:** Jeremy Griffin, John Porter, Cllr Ailsa Bearpark (Pool PC), Cllr Barry Anderson (Leeds City Council), Cllr Gavin Barlow (Pool PC), Alexa Ruppertsberg, Mike Dando (Directions Planning Consultancy)

**Apologies:** Nicola Griffin, Cllr Jo Rowling (Pool PC)

**Chair of meeting:** Jeremy Griffin      **Note taker:** Alexa Ruppertsberg

The purpose of the meeting was to go through the first version of the Policy Intentions document (PID), which had been produced by Mike Dando (*Directions Planning Consultancy*), the appointed consultant, based on the documents and evidence that the NPSG had collected and produced for the development of the Neighbourhood Plan. The PID had been shared with the Steering group on 15 July via email by the Chair. The meeting offered the opportunity for clarification of any arising issues from the Steering Group and the Consultant.

To progress the PID to the next stage the following actions were identified:

| Action   | Owner      | Due        |
|--|------------|------------|
| Any style issues and typos, please send as list to Mike  | ALL        | 27 July    |
| Scrutinise objectives (fewer, more specific?)  | ALL        | 27 July    |
| Produce a time line of the process: PID-Consultation-Examination – Referendum – approval           | ALL        | 3 August   |
| Further information on the Air quality management area   | Ailsa      | 27 July    |
| Produce candidate list of green spaces (GE3)   | ALL        | 3 August   |
| Send proforma for various lists  | Mike       | 27 July    |
| Produce map/plan for location of possible energy scheme near Marton Mill (GE6)                     | ALL        | 3 August   |
| Produce list of 11 heritage buildings (based on Mike's list proforma)                              | Pat /JR/JG | 3 August   |
| Produce list of Local Heritage Areas (BH2)   | Pat /JR/JG | 3 August   |
| Produce list of non-heritage assets, not positive buildings (BH3)                                  | Pat /JR/JG | 3 August   |
| Produce list of community facilities, including their value (CSF1)                                 | Pat /JR/JG | 3 August   |
| Produce list of assets of community value (non-planning actions CFS)                               | Pat /JR/JG | 3 August   |
| Produce list of employment opportunities we wish to protect (Employment)                           | ALL        | 3 August   |
| Design questionnaire for feedback (print and digital–sample from MD)                               | ALL        | 3 August   |
| Draft accompanying text  | JG/ALL     | 3 August   |
| Organise design and generation of PID (print and digital)  | JG/JP/NG   | August     |
| Organise distribution of PID (print and digital)   | ALL        | Early Sept |
| Organise collection of PID feedback  | ALL        | Late Oct   |
| Identify further consultees who are not living in Pool and their contact details (email preferred) | ALL        | 3 August   |
| To share initial list of possible consultees   | Mike       | 3 August   |

**Next meeting is Thursday 3<sup>rd</sup> August 2017 at 1pm, Pool Village Hall.**