



# Minutes of the Neighbourhood Development Plan (NDP) Group Committee Meeting of SHERBURN IN ELMET TOWN COUNCIL

**Date:** Monday 14<sup>th</sup> October 2024  
**Time:** 7.15pm  
**Venue:** Cream Room, Eversley Park Centre, Low Street, Sherburn in Elmet, LS25 6BA

**In attendance:** Cllr Tant-Brown, Cllr Baumann, Cllr Jordan, and David Gluck, Mike Dando, Andrew Robertson, Carolyn Wharton. Lisa Graham.

**Officers:** G Ashton, RFO. No members of the public.

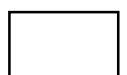
*Late arrivals: none*

*early departures: none*

Cllr Bradder, , Cllr Taylor, Cllr Buckle, Cllr Ward, Steve Green, Steven Doyle  
*The meeting opened at 7.15pm*

## MINUTES of the NDP Committee Meeting

NDP/25/13	<p><b>To receive and approve reasons for absence</b></p> <p>a) To receive and note apologies for absence. Apologies received from County Cllr Packham, M Pal.</p> <p>b) To consider to approve reasons for absence.</p> <p><b>Resolution: to approve the reasons for absence received in advance of the meeting from County Cllr Packham and Marrieanne Pal.</b></p>
NDP/25/14	<p><b>To note Dispensation Requests</b></p> <p>Any written requests for dispensation the Clerk may have received from Councillors.</p>
NDP/25/15	<p><b>To receive Declarations of Interests from Members</b></p> <p>a. To receive Declarations of Interests from Members not already declared under members Code of Conduct or members register of interests, in any business to be transacted.</p>
NDP/25/16	<p><b>Public Speaking session (20 minutes)</b></p> <p>Members of the public and representatives from other organisations are invited to speak during this session. We ask that each person keeps the presentation short (&lt;3 mins).</p>
NDP/25/17	<p><b>To approve as a correct record the Minutes of the NDP Steering Committee Meeting</b> held on Wednesday 24<sup>th</sup> June 2024. Chairman to sign the Minutes. LGA 1972 Sch 12 para 41(1)</p> <p><b>Resolution: to approve the minutes of the last NDP Steering Committee meeting held on Wednesday 24<sup>th</sup> June 2024 as a true and accurate record with slight amend on NDP/25/08 should be Reg 14 in d)</b></p>
NDP/25/18	<p><b>Communications &amp; updates</b></p> <p>a) To consider the first draft of the Policy Intentions Document (PID). Mike Dando presented the first draft of the PID. Sufficient content to establish if the focus is going in the right direction. Focus derived from launch event, visioning exercise and community development day. Deadline of 4 weeks today (11<sup>th</sup> November) for email comments to be returned to the Interim Clerk for collation and presentation to Mike and David. Cllr Tant-Brown will liaise with the Historical Society to engage further with this important group.</p>



TTT1: Travel, Transport and Traffic – policy intention for improved walking and cycling provision. (pg7) Suggestion of liaising with Active Travel England (a new govt led organisation). <https://www.activetravelengland.gov.uk/> Suggestion of using the term “wheeling” to include scooters, pushchairs, wheelchairs etc. All forms of active travel should be supported through the plan. Stand-alone policy on accessibility is a good idea to signal intention from the outset.

TTT4: extension to Aldi car park needs clarification. Does this mean Eversley Park car park? Questions raised about EV parking in public spaces. Can be included but requires applying the building regulations formula/ consent of landowner. For example, NYC own outside the Working Men’s Club so this is a potential community action (but not included as a policy action). Where does pool cars / shared cars work (Enterprise Pool Cars). For example, Otley has a central “pool car” car park. Again, a community action rather than linked to policy.

CRF2: Provision of new community and recreational facilities. Early consultation of a need for sports facilities, however, difference of opinion as to a suitable location. Would leaving the location open at this stage be the best idea. Preference for indoor over outdoor facilities. Focus of intention on indoor.

TC2: Opportunity sites. An obvious place is the Elmet Social Club is a primary development site – this is a controversial statement to make. This would require some significant discussion before any mention of this in formal documentation: any consultation document that goes into the public domain. Land rear of Jackson’s is now not a plausible site due to the planning consent for residential development.

H3: New Housing Development – key guiding principles. Draw on the design codes work. Suggestion from Consultants, stock/standard policies.

H4: Development on non-allocated housing sites. Suggestion from Consultants, stock/standard policies. Sets out the “tests” to help NYC to determine if the sites applied for are in fact, suitable housing sites. What hasn’t been allocated already is greenbelt (except Garden Lane). Likelihood of a new NPPF to be launched imminently.

Sec 3.7 – Employment and the Local Economy. Apart from the Town centre, are there any other places where there is one / cluster of shops. There are a few customer facing shops on the industrial estate. Would likely have much higher footfall if there was an active travel plan in place to access the Industrial Estate more easily.

Specific Employment Sites – ie delivery of the Gascoigne Wood site (although a proportion of it is not in the plan area). However, impact on existing infrastructure. Could lobby NYC regarding the A63 roundabout at JP Plant, put in the plan as a community action. Connecting the wider extension of the ring road past the west side of Sherburn (western bypass). Is there anything that could be included with rail infrastructure and encouraging different uses of rail and not just the road infrastructure. Community and sustainable energy schemes (is it a duplication from the Local Plan).

b) To note an update and feedback on the launch of the Logo Competition leaflet and presentations in Sherburn schools and consideration of prizes

*Report received from Cllr Tant-Brown* - Over the week of the 16th September I held nine assemblies with our local schools. Talking to all Sherburn school pupils of all ages about what the NDP is, and that we have launched two competitions exclusively for them to get involved with.

Pupils in the primary schools were especially interested in our logo and artwork competitions. Pupils at the high school may need some more motivation to get involved. In the meantime, we have had some submissions, and I believe some more are on the way.



	<p>I will be contacting schools on Tuesday (15th) to ask if there are any submissions that we can collect. I will hold on to these until the day after the closing of the competition. At which point I will present the artwork to the Steering Group.</p> <p>Cllr Tant-Brown suggested prizes for the children. Cllr Tant-Brown to investigate any sponsorship opportunities. Closing date is Friday 15<sup>th</sup> November. Cllr Tant-Brown is also going to engage with the school council at SHS.</p> <p>c) To note confirmation of the Neighbourhood Planning Programme, Technical Support Offer Letter – noted.</p>
NDP/25/19	<p><b>Community Involvement:</b></p> <p>a) To consider the results of the business survey and resident survey to date, feasible deadline extension and consider any further actions. None received online through the website or into the office via email or postal correspondence. Facebook advert / The Resident / TC facebook page / Elmet Business Forum / We Are Sherburn</p> <p><b>Resolution: to produce a one page leaflet (for insertion as a page in The Resident: deadline 16/10/24) to promote the new deadline of the NDP surveys (in canva) and to approve a Facebook advert (budget of £250) and extend deadline to 31<sup>st</sup> December 2024. PB and ATB to consult on Facebook marketing strategy.</b></p> <p>b) To consider an update from the Design Codes Working Group. Meeting arranged and attended by Cllr Baumann, David Gluck and G Ashton. Next meeting arranged for Tuesday 22<sup>nd</sup> October 2024 as an online teams meeting.</p>
NDP/25/20	<p><b>To consider financial matters:</b></p> <p>a) To note receipt of any funds and any grant applications 21 Jul – receipt of £7,600 NDP Locality Grant 16 Sept – Leaflet for Schools comp (instaprint) £59.83+VAT 14 Oct – invoice received from Consultants (DG and MD)</p> <p>b) To consider any quotations/invoices for expenditure Facebook marketing and one page insert to The Resident</p>
NDP/24/21	To receive and note representative reports & information exchange
NDP/25/22	Date of next meeting (to include future meeting dates) – Monday 9 <sup>th</sup> December 2024 7.15pm
NDP/25/23	Any other business and future agenda items

The meeting closed at 20:25

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

