NOTES OF A MEETING OF THE ADDINGHAM NEIGHBOURHOOD PLAN FORUM HELD AT MOUNT HERMON ON MONDAY 24 APRIL 2017

Present: Parish Council: Cllr Naylor (in the Chair) and J Markham (Clerk)

Civic Society: R Walton, K Birch, J Hindle (Environment Group)

Village Residents: K Appleyard, A Taylor, M Wood

Kirkwells: M Wellock

Apologies: Parish Council: Cllr Tennant

Civic Society: J Robinson

1. Membership of Forum

On the recommendation of the Civic Society, Messrs Walton and Birch were appointed as core members of the Forum with immediate effect.

1. Purpose of Meeting

A “workshop” -style meeting, with the aim of completing one housing site assessment to test the draft criteria and scoring documents, prepared by members of the Forum with Kirkwells’ advice, and based on Bradford’s methodology for carrying out housing site assessments.

1. Housing Site Assessment

The draft assessment form was completed for the former First School site, Chapel Lane, subject to the addition of detailed information as required in answer to a few questions (eg calculation of distance from site to nearest public transport). On completion of the form, the site could be given an initial numeric “score” which, if relatively high, when considered against the scores achieved by other sites in the area, could lead to the site being investigated in more detail for potential designation, and possibly included in the consultation process at the preferred option stage of the Neighbourhood Plan development.

During the process of completing the formwork, a number of adjustments were suggested to improve the assessment criteria form and scoring sheets.

It was agreed that, once the adjustments had been made, the draft housing site assessment document would be drawn up with a narrative introduction, explaining its purpose and underlying assumptions. It would then be submitted to the Parish Council for consideration at the next meeting to be held on 10 May, presented to BMDC for information, and would then be made available for publication.

Mr Wellock advised that the document could now be used by members of the Forum to complete assessments of all the SHLAA sites within the village boundaries, and any others resulting from a final “call for sites” (to be carried out by local advertising and by contacting local landowners as appropriate).

1. Green Space Assessment

The draft assessment form was discussed and agreed, as amended to include more detail and illustration in the section describing public use of each site. The consultation questionnaire, to be used at the Civic Society’s Environment Day on 13 May, was agreed as a means of gathering feedback and evidence on public use and appreciation of green spaces in the community.

1. Next Meetings

Dates confirmed as follows:

15 May, 19 June, 17 July, 21 August, 18 September (all to be held at Mount Hermon at 6.45pm)