NOTES OF A MEETING OF THE ADDINGHAM NEIGHBOURHOOD PLAN FORUM HELD AT MOUNT HERMON ON MONDAY 15 MAY 2017

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

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

 Village Residents: A Taylor, M Wood

 Apologies: K Appleyard (Civic Society)

1. Membership of Forum

It was noted that Cllr Appleyard had been appointed as a councillor member of the Forum.

1. Notes of Meeting held on 24 April 2017

Noted. It was reported that the Parish Council had, in principle, approved the draft housing site assessment methodology as proposed by the Forum.

1. Environment Day 13 May 2017

It was reported that the day had been a successful event with a good attendance, and had generated interest in the Neighbourhood Plan. The questionnaire and survey would remain live on the website, in order to produce further useful feedback for the work on the green environment section in the Plan, and on the green space assessments.

1. Site Assessments

The methodology was approved in final form for publication, and would also be copied to BMDC officers for information. The Clerk was asked to check with BMDC whether a housing survey was required.

After discussion, it was agreed that material would be prepared for the next meeting of the Forum on 19 June such that all the remaining sites put forward in the SHLAA could be assessed together. Subject to progress made at the meeting, and if necessary, a further meeting would be held *[on 26 June - date to be confirmed]* to complete any outstanding assessments. The Clerk was asked to initiate the “Call for Sites” by placing an advert in the local press towards the end of June, and by writing to local landowners, using a list of names to be compiled by Cllr Tennant. Any sites put forward as a result of this process would be considered at a later meeting.

The Clerk also reported that technical advice could be available from Locality for the preparation of the Strategic Environment Assessment. This might need to be accessed at the time when the housing site and green space site assessments were nearing completion.

1. Communications

It was agreed, after discussion, that the Clerk would post news (feedback from the Environment Day, availability of the questionnaire, and the Call for Sites) on Addingham Quack. The next Village Newsletter, which would provide space for full reporting on the development of the Plan, was to be produced in September; in the meantime, the costs and logistics of producing a shorter interim paper newsletter would be looked into by the volunteer lead of the communications group.

1. Draft Plan

Forum members reported on progress on work on sections of the draft Plan. Further updates would be provided to the next meeting.

1. Next Meetings

Dates confirmed as follows:

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