

**Pannal and Burn Bridge Parish Council
Neighbourhood Plan Steering Group Meeting
Held by Zoom on Wednesday 10th March 2021**

Present:	Mike Dando (MD)	(Directions Planning: Associate)
	Cathy Burrell	PC and SG Chairman
	Howard West	PC and SG
	Jane Chung	SG Volunteer
	Ethne Bartup	SG Volunteer
	Geoff Catley	SG Volunteer
	Jane Marlow	Clerk

Apologies – all present.

Minutes of Meeting held on 10th February 2021 – accepted as an accurate record.

Matters Arising – confirmed that Cllr Burrell is Chairman of the Steering Group and that Mr Dando will lead on the items to be discussed. Cllr Burrell clarified to both Mrs Bartup and Mr Catley that the initial and very brief meeting held last month was just to establish the way forward and confirm the understanding between Directions Planning and the Parish Council.

Mr Dando sought clarification regarding the Parameters Plan (PP) timeline with Mr West stating that it was not likely to be concluded before July 2021.

Project Plan – MD clarified and explained the points within the Project Plan timetable estimating a June 2021 date target for the Policy Intentions Document (PID) to be circulated as the consultation document to parishioners. It was felt that the unitary authority reorganisation might destabilise/slow down consideration of the NP by the Local Planning Authority (LPA) which is proposed for submission by August 2022.

Policy Intentions Document (PID) Framework Draft – MD qualified that the draft content was based on the December 2018 “scoping report” in conjunction with the Local Plan with the blocked “yellow” areas requiring thought / clarification. A specific objective being the identification of Focus Group (FG) tasks which will be of material value in informing the NP and which he will work into an eventual fully-fledged PID.

“The Green and natural environment”: MD drew the Group’s attention to a number of specifics requiring thought such as their consideration regarding provision of any new green spaces (e.g. allotments) with his assistance welcomed in ascertaining if the Local Plan fully covers – to the SG’s satisfaction – potential policies addressing 1) biodiversity and nature conservation and 2) trees, hedgerows and woodlands. SG members were in unanimous agreement that no action / decisions were to be taken without due notice to home / property / land owners should, for example, a specific be identified as requiring special address and possible NP inclusion. Consideration was given to Local Nature Reserve status with Sandy Bank Quarry and the HBC owned Allen Wood mooted as possible areas. Expression was made for the wish to establish a country park / nature walk provision on PN19 designated land behind St Robert’s church but this was currently in abeyance with HBC.

“The Built Environment: heritage, development and design”: Consideration to be given to Pannal Conservation Area as to whether there are further areas to be included – or, indeed, excluded with recommendation that useful reference could be made to the Otley NP regarding heritage areas. MD suggested that the FG could have regard to 1) inclusion of any non-designated heritage assets and 2) are there any improvements that could be made to the network of walking / cycling / horse riding within the parish. He confirmed the difficulties that exist in achieving a successful address of improving car parking standards in problem areas, and this regardless of any substantial data evidence / provision. Mr West confirmed that there are no plans for a Harrogate Western Bypass – only road improvements.

“Community Facilities and Services”: Suggestion was made that the FG could assess the candidates – with evidence of justification and usage – for protection and enhancement of community facilities with

liaison made to Mrs Jane Turner at the school regarding any development requirements for its educational facilities.

“Housing”: MD confirmed that no consideration *has* to be made in making development provision but that the FG might wish to address / identify if there are any opportunity sites for small-scale and infill housing of less than 10 units.

“Economic Development”: the SG would give this further thought regarding the protection of existing employment sites such as Pannal Motors (but would not include the Co-op as it carries retail status).

Visioning Exercise – “brainstorming” exercise – In response to MD's request for SG ideas as to their vision of the parish by 2035 the following were mentioned:

- Retain village status - no coalescence
- Ecologically enhance and maintain the rural spaces between the parish and Harrogate
- Retain the agricultural countryside associated with Pannal House Farm
- Less village traffic and maintain existing road system as befits the villages' environments
- Increase facilities for older people and the disabled
- Establish a mix of housing to suite the community
- Develop the village in such a way as to encourage the retention of younger people thereby creating and sustaining a mixed community
- Increase community events
- Retain / develop the community feel to the villages by encouraging local involvement and fostering neighbourly care

The valued and characteristic status of the parish was recognised through its Crimble Beck uniqueness, the existence of the railway station and the siting of its village boundary bridges on both Burn Bridge Road and Main Street.

Date of Next Meeting - the following dates for further zoom meetings were agreed: Wednesday, 14th April, and Wednesday, 12th May, 2021.

AOB - MD's contact with HBC regarding the sharing of the Project Plan was approved by the Group with specific contact to be made to the Policy Group during the current absence of Rachael Hutton.

Mr Dando was thanked for his valued contribution and guidance.

JM / ParishClerk / 110321