

**Pannal and Burn Bridge Parish Council
Neighbourhood Plan Steering Group Meeting
held by Zoom on Monday 28th February 2022**

Present:	Mike Dando (MD)	Directions Planning: Associate
	Cathy Burrell (CB)	PC and SG Chairman
	Howard West (HW)	PC and SG - Chair of Transport FG
	Jane Chung (JC)	SG Volunteer - Chair of Environment FG
	Ethne Bartup (EB)	SG Volunteer - Chair of Facilities FG
	Jane Marlow (JM)	Clerk

1 Apologies for absence – GC was unable to attend due to illness.

2 Declarations of business interest – there were none.

3 Minutes of meeting dated 14th February 2022 - were accepted as an accurate record.

4 Matters arising - referring to 4 b) within the above minutes, it was confirmed to MD that a Newsletter request had also been made to parishioners to provide identification of any “significant” hedgerows. Regarding item 13) MD asked to include the words “*and not yet in use*” when referring to the Dunlopillo Sport Ground. It was also agreed that it should be identified as the “*football ground off Thirkill Drive*”. In reference to item 14 b), it was confirmed that any consideration / creation of an Environmental Group would fall under the Parish Council’s umbrella and should therefore not be referenced in the NP.

MD confirmed receipt of the latest AECOM report which, although too late to be included in the agenda, would be considered as Item 8).

5 Minutes of Focus Groups - none received but update had been provided by the Facilities FG of the “Community Facilities and Services”.

6 Pre-submission NP 3rd Draft - reference made to the following pages:

P4) “Foreword” - SG acceptance that final paragraph is included which was formerly within the “Yesterday and Today” section. Reminder made by MD to both CB and HW that this page would include their (scanned) signatures.

P6) “Yesterday and today” - SG acceptance of two added paragraphs.

P14) Policy GNE2 - Within the paragraph “*In the designated Special Landscape Area, as shown on The Neighbourhood Plan Policies Map, development will be supported, only provided it would not seriously harm the character and appearance of the landscape*” the word “only” to be inserted before “be supported” and deleted in its original location.

P18) First bullet point regarding important hedgerows - hedge on west side of Church Lane and bordering Woodcock Farm to be included with SG members to confirm to CB any others requiring consideration / inclusion.

P25) SG accepted MD’s proposed word change in paragraph 3.

P27) SG clarified footpath improvement from Crimple Meadows play area and agreed extension to continue on to Westminster Crescent.

P28) SG accepted MD’s proposed wording within the second paragraph and with HW to provide some illustrative “congestion” images.

P29) Under “Highway Improvements”, SG members to provide road images which would illustrate the need for “traffic calming measures” (Spring Lane / Burn Bridge Road / Follifoot Road junction).

P30) Policy TTT6 - referring to Burn Bridge Road which already has traffic calming measures in place but with the addition of traffic light installation at Crimple Beck Bridge.

P31 and P32) SG confirmed text as provided by HW and, additionally, request made to split the “yellow text” in two in requesting a) pedestrian island at Almsford Bridge which would connect the public rights of way on either side of the A61 and b) a controlled traffic lights crossing on the A61. Weight limit signs were considered for the following locations 1) opposite Costa Coffee on the A61 and 2) A61 to Harrogate at the

end of the BMW Garage showroom in the location of the car park. HW to confirm to MD as to whether there are any existing HGV restriction signs on Spring Lane. Removal of two digital speed signs in the vicinity of Pannal Village Hall.

P32) SG accepted point of time-limited parking restrictions on Main Street and also on Rosedale in referring to school drop off / collection times. Also, two disabled parking spaces on Main Street as detailed. Remove first two bullet points under "Footpath improvements" and correct from "re-laying" to "laying" of footpath on Crimple Meadows, with extension to Westminster Crescent. Under "Pannal Station" SG requested removal of first two bullet points.

P38 and P39) Housing - MD adjusted policy H1 and policy H2 approach which previously made reference to sites sizes / numbers of housing in favour of either inside - or outside - the development limit. SG accepted that H1 refers to being "inside" the development limit with H2 referring to that "outside" the development limit.

P44) For information, MD confirmed that he has a Teams meeting with HBC personnel regarding Policy ED2.

P46 and P47) Project Plan graph - focussed on pulling together community actions on which MD sought SG consideration and feedback – particularly on last 2 columns.

P51) Correction of "Hornbeam" to "Hornbeam" in paragraph three.

P64) SG confirmed that it is Almsford Bridge.

P65) Appendix 3 - pdf. very large and unable to be inserted. Map also still to be inserted.

P67) "Open Spaces, Green Areas, Parks and Gardens and Trees" - JC to amend first paragraph description.

P78) Removal of "memorial gate" inclusion.

P79) Regarding Crimple Beck bridge - JC to resend MD attachments.

P80) MD noted additional inclusion of text re Black Swan and Post Office/shop re Appendix 7 Community Facilities.

MD confirmed to the SG that this third draft is, substantially, the final pre-submission version of the NP.

7 Regulation 14 Consultation - at the next SG meeting, MD would brief members regarding this consultation. SG discussed when the consultation would start - possibly Friday 22nd April-3rd June 2022 which would give the minimum 6 weeks required. Meeting proposed for Monday 21st March agreed at which the "finished" NP would be considered after which it would be sent to councillors (CB requested SG members to consider prior to the meeting the illustrative photos which would be inserted into the NP).

It is anticipated that 1) the NP document and maps will be submitted to the PC for their consideration and approval at their meeting 14th April 2022 in addition to 2) the period of consultation and 3) NP printing costs for distribution (in a similar way as was for the PID) would be sought for approval at the Parish Council meeting on 10th March 2022.

8 AECOM Report - MD had received comments from HW which will be included. MD and SG members felt that, although improvements had been made, the report still demonstrated some (including typo) errors. CB to take some RGL photos illustrating the recent new builds with HW to do similarly for Crimple Meadows. In addition, the SG considered it important that a photo of Crimple Viaduct be included.

In consideration of the "Character Areas" some of the descriptor areas require greater accuracy:

-Crimple Meadows and Pannal Green – comprising the easternmost arc, Crimple Meadows and Allen Wood

-The Westminsters/The Oval/The Hazels/The Rosedales – comprising the remaining large area to the west.

9 Locality Grant - grant expenditure before the end of March to include map design (by Flexibubble) and MD's consultancy work as included in the grant application, with invoices to be submitted as soon as possible. Directions will submit a further invoice once Regulation 14 consultation has commenced.

10 Any Other Business - there was none.

11 Date of next meeting to be held by Zoom - Monday 21st March 2022 at 6.30pm.

Jane Marlow, Parish Clerk, 020322