

KIRKBURTON PARISH COUNCIL
NEIGHBOURHOOD PLANS COMMITTEE

Minutes of the Meeting on 18 March 2021 held remotely

Present: Cllr P Brook in the Chair

Cllrs S Beresford, S Duffy, D Hardcastle, A Munro, B Smith, J Spivey, C Walters and Mrs D Hardcastle (Kirkheaton Future).

In Attendance: Mr M Lilley (Lepton Vision) and Mrs A Royle.

Min NP1 Chairman's Welcome and Introductions

The Chairman welcomed everyone to the meeting and invited them to introduce themselves.

Min NP2 Apologies and Declarations of Interest

Apologies were received from Cllr R Burton. Cllr R Battye was absent.

No declarations of interest were made.

Min NP3 Public Participation

No members of the public wished to address the Committee.

Min NP4 Admission of the Public

Resolved: To hold the meeting in the public session.

Min NP5 Committee's Terms of Reference

Members noted the current Terms of Reference and discussed how they could be improved to give more information about neighbourhood plans and the procedures to be followed.

Recommendation: To discuss the matter further at the Council's Annual Meeting.

Min NP6 Neighbourhood Planning – Roles and Process

Detailed information was provided on how the neighbourhood process worked, communication with residents and the roles of the three key players in the production of a neighbourhood plan.

Min NP7 Kirkheaton Neighbourhood Plan

A verbal account was given on how the Kirkheaton Neighbourhood Plan had evolved since it began in 2015, and the various stages Kirkheaton Future had been through to arrive at its current position. It was reported that the initial questionnaire had achieved a high response rate and that further consultations had also taken place. Information was given on the grants and technical help the group had received through Locality which had funded the various assessments Kirklees had required them to do. It was reported that the Plan was currently undergoing a further re-draft, on which Kirklees Council would be consulted when it was finished.

Min NP8 Lepton Neighbourhood Plan

A verbal report was made on the Lepton Neighbourhood Plan. It was noted that the response to the questionnaire had been disappointing and it had not been possible to undertake very much public consultation over the last year to improve it due to Covid. However, Lepton Vision was hopeful that it would soon be able to host public consultation events, which could increase the questionnaire response rate. It was also stated that they were looking into the means of consulting local residents electronically.

Members noted the business questionnaire Lepton Vision had drafted and the advice received on it from Kirklees Council.

Recommendation: To request that Lepton Vision considers the advice received and submits an updated version of the questionnaire to the Council for further consideration prior to it being issued to local businesses.

Min NP9 General Data Protection Regulations

Members noted the information which had been circulated with the meeting papers. The Clerk gave a brief report on the subject, particularly on how it applied to neighbourhood plans. She highlighted common mistakes people had made, which had resulted in the parish councils they were members of, being fined by the Information Commissioner for data breaches.

The Chairman then closed the meeting.