

**Church Fenton Neighbourhood Development Plan
Steering Group Minutes
3rd May 2017, 7pm, Church Fenton Village Hall**

1. Introductions (attendees) Andrew Mason, Sally Hinchley , Dom Hinchley, Stuart Spensley, David Gluck, Rebecca Hunt (Chair), Mr & Mrs Clare Cuning, Anthea Marshall, Yvonne Mason, Suzanne Curry
2. Apologies
Jeremy Sherlock (Clerk), Georgina Lees, Jo Mason, Avis Thomas – UPC, Anne Spensley
3. Declaration of Interest:
Anthena Marhsall – old farmyard with buildings possibly 5 dwellings
Yvonne Mason – entrance to old good yard
4. Minutes of the last meeting 6th April – agreed as a true record
5. Matters Arising:
 - a. Draft Vision and Objectives – V2 created based on discussions from the meeting March 2017
6. Project Plan v3 – review
 - a. Stakeholder list
(*Stage 1 item 8*)
 - i. **ACTION** Rebecca to provide website brief letter to stakeholder (list as provide by DG *Stage 1 item 10*)
 - ii. Sarah advised leaflet drop to entire village advising to email us for updates on NHP
 - iii. **ACTION** Agreed Fenton in Focus (FiF) as quarterly magazine to send out to all households ever quarter (Rebecca to write article for FiF by 7th May)
 - iv. Agree website will be updated with other updates – and archive data
(*Stage 2 item 2*)
 - v. **ACTION** David Gluck to discuss next steps for grant application with Jeremy Sherlock

Rebecca advised she had attended Ulleskelf NHP meeting last week. Item discussed was airbase as a link between the two villages.

7. Progress on Action Points
 - a. **HOUSING** Andrew Mason provided update on Housing. Jo Mason taking lead on housing chasing SDC for more information, Richard Welsh (officer for helping NHP) to provide more information.
Copy of Village Design Statement is being used to form basis for design principle.
Yvonne Mason provided details for Jo to contact regarding census surveys an set of parishes in 1700s.

ACTION Yvonne to send digital version to Plan Church Fenton for the website

- b. **AMENITIES AND SERVICES** Stuart Spencley provided a review of his documentation. Detail of Old Park Plantation are included as this is a valued facility, used by the parish. Each amenity has details provided on the document. Andrew Mason highlighted car parking is a relative issue, there are no yellow line / restricted parking areas and as such we tend not to have a major issue for the village as a whole; that said the station car park and parking outside the Indian restaurant at peak times is problematic. Identified that each new property development for CF should have two parking bays per dwelling due to minimal car and bus service, therefore having parking bays for two cars reduces the impact of cars parking on the main roadway. Suzanne Curry added research into 'car dependent / walk safe score' survey.

ACTION to review this further and obtain the evidence on this

ACTION: ALL worth reviewing Appleton Roebuck plan re car parking spaces

ACTION: Stuart to provide list of main organisations that are established in the community.

c. **BUSINESS AND ECONOMY**

Rebecca Hunt provided synopsis of progress thus far:

ACTION – progress policy BE12 Rebecca Hunt to speak to NFU Boston Spa for diversification & Craig Blakey
General discussion possibly live work units as part of new developments.

Possibly write into reserved matters for retail units / live work units

- d. **ENVIRONMENT & GREEN SPACES** Dom Hinchley provide report on progress made to date. Area around Church and those neighbouring public footpath areas are categories as strategic countryside gaps.

- i. **ACTION**: Dom to create a feedback form for parishioners to report back on valuable village amenities and send this out in FiF
- ii. **ACTION**: Sarah to ask V.Hall Committee if OK to use letterbox
- iii. **ACTION**: Sarah to establish who owns land at Bowling Green
- iv. **ACTION**: Dom to continue gathering data and speak to Chris Tookie regarding environmental surveys taken place in the area
- v. Anthea Marshall happy to have survey undertaken on her pond
- vi. **ACTION**: ask Mrs Banks Jones to assist in survey on Great Crested Newts on her land

e. **HETRITAGE ASSETS**

- i. Wed 10th May visit from HE and evidence walkthrough village with consultant from HE on specific areas
Plan is to review cottages, graded buildings, village green, old vicarage etc with view to establishing document
NHP conference feedback provided to the group

- Suggested document is pre checked / health check by officer before submitting to SDC
- Careful to avoid duplication
- Photographic evidence very important

ACTION: call for old photographs from the villagers as part of FiF article

ACTION: Georgina Lees to have conversation with Frank Dean for photographs

- f. **FLOODING** Suzanne needs some assistance on this. Suggestion from David Gluck - Nicola Eades runs Tadcaster Flood Action Group would help

ACTION: David to provide email address for Nicola.

Main work thus far concentrated on, RHS (Greening Gray Britain) information. On flooding our postcode is 250 mtrs from indicative flood plain with map from environment agency.

Greater risk from run off flooding than regular flooding – if get the two together this could be problematic.

Contemporary evidence is valuable – need to gather photographs.

8. Amenities and Services – review – covered above

9. Church Fenton Airbase: Update from David Gluck. Mike Dando providing paper on the airbase:

This will provide details of planning policy on this area.

Landowners aspirations

Survey the community

Heritage and Conservation issues on the land

Jacqui Mowdsley – resident who will provide supports

Expect draft report within the following months

10. AOB

Suggestion that we push on to progress as much of the work in progress, to provide the village with the necessary protection.

Next meeting date and time Tuesday 6th June 7pm Village Hall (venue to be confirmed)

Meeting closed 20:55