

# KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

## NEIGHBOURHOOD PLAN STEERING GROUP MEETING

### Minutes of the meeting held in the Mechanics Institute, Kirkby Malzeard on 7<sup>th</sup> April 2025.

Steering Group members present: Claire Walker (Chair), Cllr Chris Floyd, Cllr Geoffrey Berry, Cllr Richard Hughes, Fiona Robertshaw, Phil Smalley and Marlon Johnson. Howard Mountain present as Secretary. No members of the public present.

The meeting commenced at 7.30pm.

#### **1. Welcome. Apologies. Declarations of Interest.**

Apologies from Peter Saxon.

No declarations of interest.

#### **2. Approve Minutes of meeting held 20.01.2025.**

The Minutes of the last meeting were approved as an accurate account and were signed as such by the Chair.

#### **3. Action points from last meeting not covered elsewhere on Agenda.**

None.

#### **4. Consider and agree approach to remaining outstanding Policies/Parish Actions.**

##### **a) New Policy to control development which creates additional traffic on Main Street/loading to sewers on Main Street.**

Ask Planning Consultant (AT) to draw up Policy to reflect concerns raised in Reg 14 Consultation.

##### **b) Agricultural Occupancy Restriction Policy (KMLD 3).**

Additional criteria agreed.

##### **c) Local Area of Special Character and Heritage Policy (KMLD 6).**

Amend title to Area of Local Character and Heritage. Undertake some rewording and incorporate basic design requirements.

##### **d) Design Policy (KMLD 7).**

Signed..... Date.....

Amendments agreed.

**e) Local Green Space Policy (KMLD 8) – The Green and Car Park on section of The Green (Parish Action 6).**

Agreed to remove The Green as a Local Green Space and to remove the map showing the suggested area for car park from Parish Action.

**f) Biodiversity Policy (KMLD 10) – to include consideration of new Policy or Parish Action to include topic of flooding from rivers/watercourses.**

Amendments to Policy agreed. No reference to be made to flooding from Rivers/Streams as topic adequately covered by Local Plan Policies. Surface water flooding covered within Utilities Policy.

**g) Local Economy Policy (KMLD 16).**

Amendments agreed.

**ACTION: HM to make amendments to Plan and ask Andrew Towlerton to provide new KMLD1 Policy. Revised Plan to be reviewed by AT prior to being considered by SG and Parish Council. Further consultation to be carried out as new and revised Policies included.**

**5. Finance.**

a) Invoice for £1400 from Andrew Towlerton Associates for final advice on amendments following the Pre-submission consultation and for preparing the Basic Conditions Statement. Approved.

**ACTION: HM to request payment by Parish Council at their April meeting and complete the 'End of Grant' report to Locality for 2024/25.**

**6. Any Other Business.**

a) CF confirmed that the Parish Council has approved the SG recommendation that no reference be made to a specific site within Parish Action 2 (Allotments/Community Garden). It was also confirmed that the PC had noted that some additional funding is likely to be required to complete the Plan.

b) Further enquiries to be made about producing an overall Policies map. Obtain quotes from suitable contractors.

**ACTION: HM to discuss with Joe Varga (NYC Planning) and AT.**

Signed..... Date.....

**7. Date of next meeting.**

Date of next meeting to be confirmed once amendments to Draft Plan complete.

The meeting ended at 9.30pm. Minutes taken by HM.

**Neighbourhood Plan Contact details:** For information on the Neighbourhood Plan please contact Howard Mountain (Secretary) on [kmldpc@btinternet.com](mailto:kmldpc@btinternet.com) Tel. 01765 689390. Agendas, Minutes and other information available under the Parish Council pages of Kirkby Malzeard Area community website: [www.kirkbymalzeardarea.org.uk](http://www.kirkbymalzeardarea.org.uk)

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Date: 15.04.2025

Signed..... Date.....