

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Minutes of the meeting held in the Mechanics Institute, Kirkby Malzeard on 2nd June 2025.

Steering Group members present: Claire Walker (Chair), Cllr Richard Hughes, 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 Chris Floyd, Geoffrey Berry and Fiona Robertshaw.
No declarations of interest.

2. Election of Chair and Vice Chair.

Claire Walker was re-elected as Chair and Chris Floyd as Vice-Chair.

3. Approve minutes of previous meeting on 17.04.2025.

Approved without amendment.

4. Action Points from last meeting not covered elsewhere on agenda.

Information regarding the approval of the 'End of Grant' report noted and confirmation provided by HM that the PC has been asked to refund the unspent balance of £617.03. An application for 2025-26 will be made as soon as funding becomes available (probably July). PC has been notified that it would need to be responsible for any essential funding not covered by the grant until the NP process is completed, to which it agreed.

5. Consider the amended version of the Draft Plan circulated previously.

Each Section of the Plan was considered. Various typos and corrections to text were agreed. It was felt that with the amendments undertaken the Plan properly reflected all relevant comments made by consultees during the Regulation 14 Consultation. The PC had also considered the amended Plan

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

at their meeting on 19.05.2025 and had confirmed that it was satisfied with the document subject to the proof reading.

Action: HM to undertake minor corrections to Draft Plan.

6. Selection of a contractor to provide mapping.

Enquiries have led to four potential contractors having been identified and once NYC Planning Department had approved the full specification of items to be covered within the Policies map, the specification will be sent out for formal quotations.

It was suggested that Hardcastle Rural Surveyors Ltd based in Kirkby Malzeard also be contacted to see if they undertook mapping as part of their services and if so be asked to provide a quotation.

Action: HM to contact Hardcastle Rural Surveyors and then to seek quotations for all potential contractors once NYC had responded.

7. Agree arrangements to carry out Consultation on the amended Plan.

It had been agreed at the previous meeting that because of the introduction of new and revised Policies, it was appropriate for a further Consultation to be carried out before the Plan was formally submitted. This additional round of Consultation would ensure that the contents fully reflected the views of the community.

Having discussed this with NYC (Joe Varga) it had been agreed that a similar process and time scale to that undertaken for the Regulation 14 Consultation would be undertaken.

The Consultation will be carried out online although a hard copy of the Plan would be obtained so that this could be made available to anyone unable to access the on-line version. Anyone wishing to provide comments would be assisted, if necessary, in completing an online form by a SG member.

Action: HM to make arrangements for the Consultation and report back to the next meeting when a commencement date would be decided.

8. Any Other Business.

It was noted that NYC had recently published a Consultation document 'Our First Conversation' in connection with the new Local Plan. It was agreed that the SG would liaise with the PC about providing a joint response.

ACTION: HM to contact PC Chair to agree a response.

9. Date of next meeting.

Date of next meeting to be confirmed.

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

The meeting ended at 9.00pm. Minutes taken by HM.

Neighbourhood Plan Contact details: For information on the Neighbourhood Plan please contact Howard Mountain (Secretary) on kmlldpc@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

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Date: 06.06.2025

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