

KIRKBY MALZEARD, LAVERTON AND DALLOWGILL PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Minutes of the meeting held in the Mechanics Institute, Kirkby Malzeard on 16th March 2026.

Steering Group members present: Claire Walker (Chair), Cllr Geoffrey Berry and Phil Smalley. Howard Mountain present as Secretary. No members of the public present.

The meeting commenced at 7.30 pm.

1. Welcome. Apologies. Declarations of Interest.

Apologies from Chris Floyd, Richard Hughes, Marlon Johnson and Fiona Robertshaw.

No declarations of interest.

2. Approve minutes of previous meeting on 02.06.2025.

Amendment approved to note approval of Minutes of meeting on 07.04.2025.

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

Confirmation that a joint Consultation Response had been provided on behalf of the Parish Council and Steering Group in respect of the new North Yorkshire Local Plan.

4. Update on progress since previous meeting.

a) Following the loss of the Locality grant which provided funding for this project, it was decided to keep all expenditure to an absolute minimum and regular SG meetings were placed on hold to control room hire costs. Formal reports were instead made to the Parish Council which approved all decisions itself, including approval of expenditure. The exception to this procedure was for this meeting which it was felt appropriate to hold to give final approval to the Plan on which so much work had been carried out by the Group. The matters below are a recap of the main steps taken in the interim:

b) The additional Consultation agreed at the previous SG meeting was carried out between October and December 2025. The results were

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analysed and included in the document referred to in item 5a) below with the appropriate amendments made to the Plan.

- c) Flexi Bubble Art were instructed to prepare a Policies Map as referred to in item 5c) below.
- d) Andrew Towlerton Associates completed their work on the Pre-submission process by providing the Basic Conditions Statement as at item 5d) below.

5. Consider the following for approval at the next Parish Council meeting:

- a) Document itemising the Responses to comments received to the Consultation held between October and December 2025 – agreed and approved.
- b) Amendments made to Plan as reflected in the Submission version – agreed and approved.
- c) Policy map to accompany the Plan produced by Flexi Bubble Art – agreed and approved. A digital version of the Development Limits map had also been prepared by FBA and had been incorporated into the Plan under Parish Action 1.
- d) Basic Conditions Statement prepared by Andrew Towlerton Associates – agreed and approved.
- e) Consultation Statement – agreed and approved.
- f) Strategic Environmental Assessment and Habitats Regulations Assessment Screening Opinion prepared by North Yorkshire Council - agreed and approved.

6. Any Other Business.

None.

7. Date of next meeting.

No arrangements made for next meeting. Once the Post-Submission Process is underway the Parish Council will determine whether any further Steering Group meetings are required.

The meeting ended at 8.15 pm. Minutes taken by HM.

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

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

Tel. 01765 689390. Agendas, Minutes and other information available under the Parish Council website www.kmld-pc.gov.uk

Parish Clerk details: John Collins, The Bothy, Back Lane, Kirkby Malzeard, Ripon, HG4 3SH (Postal enquiries only) Tel: 07794964819 Email: clerk.kmld-pc@gov.uk
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Date: 20.03.2026

DRAFT

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