

# **MASHAM NEIGHBOURHOOD PLAN (MNP) STEERING GROUP**

Meeting held on 10.04.2024 commencing 7pm at l'Anson's Offices.

## **MINUTES**

**Present:** Neil Pickard (Chairman), Richard Mawer, Jim Dalton, Mark Cunliffe-Lister, Eleanor Paddison and Howard Mountain (NP Co-ordinator).

**Apologies:** Flo Grainger.

**New Member:** Eleanor Paddison. The Chairman welcomed Eleanor to the Steering Group.

**1. Minutes of meeting 17.01.2024** - approved without amendment.

**2. Action Points from last meeting not covered elsewhere on the agenda.**

a) NP reported that he was still awaiting the Stakeholder Response from Black Sheep Brewery but would continue to pursue this.

b) It was confirmed that the JotForm subscription had been put on hold at the end of January.

**3. Consider Policy Intentions Document and accompanying advice from Planning Consultant on the creation of Draft Plan, following meeting on 05.02.24.**

The PID had been circulated to members before the meeting. Whilst the nature of the advice within this document was generally in line with that anticipated following the meeting between NP, HM and Kathryn Jukes (Directions Planning Consultants) the format of the document was different, as it had been expected that a 'skeleton' Draft Plan was to be provided.

The use of a PID had therefore been clarified with KJ upon receipt and it was her view that a PID (which would include Policies in a less rigidly defined form than in a Draft Plan) was a more useful approach as it would better enable input from the community and other interested parties, particularly on any contentious issues, when the next phase of Consultation took place.

Concerns were however expressed that this could slow down the creation of the NP, as it would involve another process during which the document would need to be converted into the form of a Draft Plan rather than using that

format from the beginning. It was agreed therefore that this aspect would be kept under review as work progressed.

Before working through the content of the PID the email from KJ which accompanied it, was considered. It was noted that a number of introductory sections were itemised for which the SG members would be responsible using their local knowledge.

**ACTION: HM and all Steering Group members.**

**Provide brief description of the geographic area to accompany the map showing the NP area.**

**Provide a brief history of the area.**

**Provide a description of the community at present based on Census information, community facilities, employment and any other factors which are distinctive to this area.**

**Prepare a draft Vision Statement and objectives.**

**Develop the evidence base on which to form the Policies and Community Actions. HM to request information from the Local Planning Authority.**

Each principal section within the PID was then considered.

a) Housing:

**ACTION: HM unless otherwise indicated.**

**Request information from the Local Planning Authority and Housing Department to enable an analysis of the existing housing stock and tenure split e.g. rentals and shared ownership.**

**NP to report on progress with provision of affordable housing on Oakland Park, Masham.**

**MC-L to arrange for advice to be provided on Community Land Trust housing schemes.**

**Process of undertaking and funding a Local Housing Needs Assessment to be investigated.**

**Process of undertaking a 'Call for Sites' to be determined, given that NYC will need to undertake a County wide 'Call for Sites' shortly when commencing**

**the preparation of its new Local Plan later this year. Previous Harrogate District Local Plan Call for Sites responses to be analysed in the meantime.**

**Issues around infill and windfall housing to be investigated having regard to current and future Development Limits and the process of obtaining a Landscape Visual Impact Assessment in respect of any potential new development sites (which may be allocated under the NP or new Local Plan).**

**Process of creating Design Codes specific to the Masham area to be investigated including provision of funding for this.**

**Undertake investigation of existing Policies regarding conversion of commercial premises to residential particularly in respect of time limits, and conversion of redundant traditional agricultural buildings. Further investigation also needed around issue of second homes and holiday lets.**

**b) Natural Environment:**

The following aspects would be considered initially i) Preserving existing woodlands, trees and hedges ii) Protecting watercourses and ponds from pollution iii) Sustainable drainage systems iv) Protecting landscape values and distinctive views v) linking and creation of green areas and corridors to maintain species diversity and vi) measures to reduce light pollution.

**ACTION: HM unless otherwise indicated.**

**Arrange a desk top and on-site identification process to determine the most important examples of the above categories which require protection or improvement.**

**Investigate the process for obtaining Landscape Visual Impact Assessment to identify key views.**

**Review the existing Landscape Character Area Assessment.**

**Review the Nidderdale NL Dark Skies Supplementary Planning Document to assess if it is adequate or whether additional Policy needed.**

**FG to identify suitable areas within developed areas which could be designated as Local Green Spaces based on suggestions within the Public Consultation.**

**NP to investigate adequacy of existing arrangements for the creation of small-scale campsites as part of farm diversification.**

**NP to investigate issues around existing Policies concerning the provision of renewable energy schemes and their impact on the landscape both within and outside of NL boundaries.**

c) Built Environment

**ACTION: All SG members unless otherwise indicated.**

**Identify potential Non-Designated Heritage Assets and Local Areas of Special Character and Heritage based on suggestions within the Public Consultation.**

**HM to hold discussions with local Doctors practice regarding practicalities of relocating within Masham if a suitable site could be identified.**

**NL to investigate issues around surface water and river flooding affecting existing developed areas and potential new developments.**

d) All other topics including Community Facilities, Employment, Highways etc

Whilst it was felt that the PID reflected the responses from the Public Consultation on the topics under a), b) and c), further analysis of the responses, together with those from the Stakeholder Consultation, was required before Policy Intentions could be formed on the topics under this heading.

**ACTION:**

**HM to re-assess the consultation responses and obtain additional advice from KJ for next meeting.**

#### **4. Grant funding.**

a) Position regarding return of unspent element of 23/24 grant from Locality/Groundwork.

HM confirmed that we had now been asked by Locality/Groundwork to provide an 'End of Grant' report and that once that had been approved by them, the Parish Council would need to arrange to refund the unspent amount. The expenditure figures for Planning Consultancy charges and Jotform subscriptions during the grant term from 23.08.23 to 31.03.24 had totalled £1997.42, and so the sum to be repaid from the £7134.00 grant received for 23/24 will be £5136.58.

The Steering Group wished to place on record it's thanks to l'Ansons for the use of their offices for Steering Group meetings during the year. This has enabled funding which would have had to be used for room hire to be allocated to other aspects of the NP project.

**ACTION: HM to complete 'End of Grant' report and then confirm to the PC the sum to be repaid.**

b) Funding for 2024 onwards.

At this point no information is available to indicate whether any grants will be available from Locality/Groundwork UK for 2024/25. Until grants are available the Parish Council will need to provide funding to cover expenditure if the project is to continue. It was noted that Community Infrastructure Levy payments paid to the PC via North Yorkshire Council can be used for this purpose. Such payments are currently very infrequent, and a discussion was held about whether NYC should be asked to explain how the CIL payment system is currently being implemented within this area.

**ACTION: HM to monitor availability of Locality grants. The effectiveness of the CIL payment system will be monitored, and the situation reviewed.**

#### **5. Brief report on latest Masham Futures meeting held 19.03.2024.**

The meeting was attended by HM who provided an update on NP progress to other Masham Futures members present. No information relevant to the Steering Group had been obtained at the meeting.

#### **6. Any other business.**

None.

#### **7. Date/venue of next SG meeting.**

The next meeting will be held at l'Ansons offices on 23.05.2024 commencing at 7pm. Rima Berry of Yorkshire Dales Millenium Trust will be in attendance to provide information on Community Land Trust housing schemes for local people.

Meeting closed at 8.55pm. Minutes taken by HM. Dated 14.04.2024.