



Minutes Working Group Meeting

6th June 2016, Huby Village Hall, 8 pm

Present:, Paul Jackson, Betti Tyson, Kathryn Wallis, Gary Dunning, Terry Wolf

Apologies: Sally-Jane Fell, Rachel Marshall, Roger Teare, John Phillips

In attendance: David Gluck, consultant; Elaine Corden, resident

Declaration of interests: None

1. **Minutes of last meeting:** Accepted as a correct record.
2. **Matters arising:** Most of the action items from the last meeting have been done or on the tonight's agenda. In terms of producing a map of drainage hotspots, discussed at the last meeting, the Environment Agency website has a map showing the surface water problems areas which provides the necessary information. **Action: David will add this as an additional map to the plan.**

3. **Draft plan:**

David took the group went through the revised plan section by section.

- a. *Introduction:* David had revised this in line with our discussion at the last meeting. Members agreed that this version was much better.
- b. *History of Huby:* David has expanded this a bit and it feels about right.
- c. *Vision and Objectives:* Unchanged
- d. *Key themes and policies:* There was a lack of clarity in the last line of 3.3.1 Evidence on p12 with respect to the reference to 'ribbon development'. **Action: David to alter slightly to improve the clarity.**

David explained that he had removed the reference to creating a Conservation Area in the village because he has found out that we do not have the power to call for this within the plan. We can move it to the Aspirations for the future section, but in the policies section we need to refer preserving the historic core of the village. He also reported on an email exchange he had had with Claire Louise Booth at HDC planning. She queried why this was being included as, in her view, Huby did not have sufficient

historic features/character to warrant a conservation area. David's view is that this should be a local decision as to the importance of existing features, not simply a planner's perspective.

Re the drainage section, it was suggested that we add something here (or in the housing section) on green infrastructure or soft surfacing as part of the solution to on-going drainage issues, especially with respect to new developments. **Action: David to add appropriate wording re green infrastructure or soft surfacing.**

In the Housing section, Terry reported that Sally-Jane had told her that HDC had discussed potential sites for housing in Huby at a meeting in Easingwold re the local development framework. As Sally-Jane wasn't able to attend the meeting, Terry will try to get hold of the relevant information and circulate. The group re-iterated its view that we do not wish to designate any potential sites in the plan. **Action: Terry to get the list of sites discussed and circulate. David will try to get more information on this from HDC.**

We discussed whether or not it was helpful to include the results of the last three housing surveys – David's view is that it was, as it provides information about the continuity of need over time (limited demand). The statement about HDC's Strategic Housing Land Availability assessment carried out in 2013 which resulted in one site in Huby as being identified was questioned as no one knew which site that was. **Action: David to clarify the results of the 2013 SHLAA.**

In section 3.5.1 (i) it was suggested that the list of facilities is re-ordered, either with the two halls first, or at least alphabetically.

In the section around open space, there was discussion about whether or not to leave in the reference to Cabin Lands as this is in private ownership without public access. Claire Louise Booth at HDC had suggested its inclusion, given its historical significance to the village relating to the plague years. It was agreed to leave it in for the consultation phase. **Action: David will send Terry a sample letter that will need to be sent to the owners of all property listed in this section. We will need to write to them as part of the consultation process. Gary/Elaine will try to find out who owns Cabin Lands.**

We also will need to produce 6 maps with the boundaries of each of the open spaces drawn onto these (taken from an OS map). These can be done two per page.

Overall, members were pleased with the draft plan, and it feels like we are nearly there. David stressed the need to move quickly to get a final draft to HDC for their comments. **Action: David to make the amendments as quickly as he can. We then need to get the agreement of the Parish council to**

submit it to HDC asap. The next PC meeting is 20th June and Terry will aim to attend. The report can then be sent to HDC.

4. **Next steps:** David brought a sample report and its Executive summary from Appleton Roebuck. Members liked the overall feel of this report, but thought the summary was a bit too wordy. We will need some good pictures of the village to use in the design of both documents to break up the text and make it more attractive. Other similar villages whose plans are available online are Barwick in Elmet and Collingham and Linton in Leeds. We will need to have approximately 600 Executive summaries and 25 or so full reports printed. We need to go ahead and get this going whilst HDC is critiquing the plan, assuming there will be only minor changes as a result of their review. Otherwise we lose too much time. **Action: Members to use their connections to try to obtain up a selection of good quality photos of the village, including if possible one or more aerial views. These need to be sent to Terry by the end of June if at all possible. Terry to talk to Rachel to set in train work with the designer who has already given us a reasonable quote for this work (the person we have used before).**

We also discussed the form the consultation process should take. There was a strong feeling that the Parish Council, now that it is back to full strength, should take the lead on this. One suggestion was to kick off the consultation, before the summaries are distributed (but available at the meeting), at an event held just before a Parish Council meeting, perhaps from 6 – 7.30, with councillors in attendance. **Action: Terry will raise this in her verbal report to the next Parish Council.**

5. **Any other business:** None
6. **Date of next meeting:** tbc

Action Points

Action	Who/timescale
Add the surface water map to the plan.	David/immediately
Re section 3.3.1 Evidence on p12 with respect to the reference to 'ribbon development' – alter this to improve clarity.	“
Re section on drainage, add appropriate wording re green infrastructure or soft surfacing.	“
Get the list of potential housing sites discussed by HDC from Sally-Jane and circulate. David will try to get more information on this from HDC.	Terry /immediately David/immediately
Clarify the results of the 2013 SHLAA.	David/asap
Provide Terry with a sample letter that will need to be sent to the owners of all property listed in the open space section. Find out who owns Cabin Lands	David by end June Gary/Elaine asap
Produce final draft Report on this to PC on 20 th June Send draft to HDC.	David asap – by 20 th June if at all possible Terry Immediately after PC meeting if possible
Obtain a selection of good quality photos of the village, including one or more aerial ones if possible	All by the end of June
Liaise with Rachel re getting the amended draft to the designer	Terry after 20/06/ aim to get to designer by end June.
Discuss consultation process with PC and ask that they take the lead on this.	Terry 20/06/16