



## **MINUTES OF A MEETING OF THE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE on Monday 23<sup>rd</sup> August at 6.30pm in the Council Chamber of Colne Town Hall**

*In attendance: Cllr. D Cockburn-Price, Cllr. S Cockburn-Price (Chairman), Mr. P Foxley (Co-opted), Cllr. A Mann, Cllr. H Thomas and Cllr. B Wildman (Vice-Chairman).*

*Others in attendance: Ms. N Crewe (Town Clerk), Miss. G Langley (Responsible Financial Officer/RFO), Cllr. E Hurley (Virtual), Cllr. K McNulty and Mr. M Wellock (Kirkwells' Planning Consultant).*

### **1. Welcome**

The Chairman welcomed all to the August 2021 Neighbourhood Plan Advisory Committee (NPAC) meeting of Colne Town Council.

### **2. Apologies**

*Apologies were received from Mr. J Stanford and were duly accepted.*

### **3. Minutes**

To approve as a correct record the Minutes of the meeting held on Monday 12<sup>th</sup> July 2021.

*The Minutes of the meeting held on Monday 12<sup>th</sup> July were accepted as a true and accurate record.*

***Proposed by Cllr. D Cockburn-Price***

***Seconded by Cllr. H Thomas***

***Approved by Committee***

### **4. Declarations of Interest**

To receive any declarations of interest from Members relating to any item on the agenda in accordance with the provisions of the Code of Conduct and/or indicate if S106 of the Local Government Finance Act 1992 applies to them.

*No declarations were received.*

### **5. Public Forum**

To consider questions, statements, or petitions from members of the public who are welcome to the meeting and have a total collectively of 15 minutes to make their representations to the Committee.

*No public were in attendance.*

### **6. Land at Gib Hill**

To consider, following the extensive re-evaluation of the land at Gib Hill by Claire Bradley of Kirkwells, whether it correctly qualifies for a local green space designation within the CNDP.

*The Planning Consultant informed the Committee that Gib Hill should not be designated as a Local Green Space as the area does not meet the criteria stated in Paragraph 100 of the National Planning Policy Framework.*

*Following a short discussion, it was agreed that the most appropriate way to protect the land at Gib Hill is through Policy CNDP8 of the plan – Protecting Open Spaces.*

## **7. Land at Essex Street**

To consider if this land meets the criteria for local green space designation that is stated in Paragraph 100 of the NPPF, following the advice of our planning consultant.

*Following a lengthy discussion, a vote was taken, and the Committee agreed to designate the land at Essex Street as a Local Green Space.*

***Proposed by Cllr. A Mann  
Approved by Committee***

***Seconded by Cllr. B Wildman***

**Action: Cllr. A Mann to provide an alternative write-up to reflect the land's current status, and to provide details of the site assessment to the RFO as soon as possible so that this can be incorporated into the draft plan.**

## **8. Landscape Assessment**

To receive the latest version of the consultant's report for the Committee's consideration.

*The Chairman informed the Committee that since receiving the presented draft report from the Consultant, that two more viewpoints have been added to the Appendix. The Town Council has commissioned a photographer to take replacement images of Viewpoints one and three and, once suitable images have been received, these will be sent to the Consultant for inclusion in the final draft.*

*One Committee Member questioned the usability of the mapping that has been included in the assessment. It was felt that it was unclear when viewing the map, whether the views are panoramic between two points, just single points and, indeed, if the views are two-way or just in a single direction.*

**Action: The RFO is to send this feedback to the Long Range Views Consultant and provide contact details for the Committee Member in case any clarification is required. The Chairman also requested that once the final draft of the Landscape Assessment has been received, that the RFO sends this to the AECOM Consultants who are working on the Design Code.**

## **9. Colne Design Code**

To receive an update on the progress made towards introducing a design code within the CNDP.

*The Chairman stated that the visit from the AECOM Consultants on Thursday 19<sup>th</sup> August was a successful one. The group walked through the centre of Town, and then spent a number of hours driving round peripheral Colne, covering rural Colne, the different ages of suburban Colne, and those areas dating from the 1980s onwards.*

*The Group considered how all the different areas of Colne would be segmented, and it was felt that a Zone System would work very well. In essence, there would be between six and eight zones, each detailing the character features and the material palettes that are prevalent in those areas.*

## **10. Colne Marketing Prospectus**

To receive the latest version of this document for the Committee's consideration.

*The Chairman informed the Committee that she has provided the graphic designer with some wording for the local produce page and has also requested that a few of the interior images be swapped out for alternatives. Members discussed the presented document and agreed that the wording on the first two pages should be reviewed, giving a number of alternatives. One Member also expressed concern regarding the clip art images that have been used in the document. It was felt that the clip art should be more consistent in style and frequency.*

**Action: The Chairman to feedback these comments to the Graphic Designer.**

## **11. Site Viability**

To receive an update on the progress of the viability package awarded by Locality.

*The Chairman informed the Committee that Colne will be the very first area to have the new method applied to the Site Viability Assessment. The team at AECOM has stated that they are giving priority to the Colne Neighbourhood Development Plan, however, given that the assessment is the first of its kind, extra time is likely to be taken to ensure that the baseline for the assessment is as in-depth and meticulous as it can be.*

**Action: The Chairman to contact Locality next week, to see if we can get an indication of a timeframe for completion.**

## **12. Re-Wording of the CNDP**

To confirm the progress made on the re-work required to the CNDP following the Regulation 14 Consultation.

*The Planning Consultant informed the Committee that he is already making amendments to the Regulation 14 document where he can. The draft plan needs to be revised to take on board the comments received during the Formal Consultation, and also to take account of the new National Planning Policy Framework that was published last month. Work has begun on the Basic Condition Statement and the Consultation Statement which will be submitted to the Local Planning Authority, along with the CNDP and related evidence-based documents.*

**Action: RFO to collate the Consultation materials used over the last few years and send them to the Planning Consultant.**

## **13. Work still to be completed**

Details of ongoing work, and any amendments or additions that need to be completed before the documents can be submitted to the Local Authority.

*The Committee were informed that there is still some work to be done on the Non-Designated Heritage Assets. The Chairman is working on the write-ups for the additional properties/areas that were put forward during the Regulation 14 Consultation, and all the listed properties/areas still need to be plotted on to a map.*

## **14. Items for a future month's Agenda**

Points raised under this item are for information only, any debate should be limited to five minutes only and to consider them for the agenda for a future month.

*One item was suggested for discussion at the next meeting:*

*CNDP6/11 Knotts Drive (Khyber Street) – To discuss this site's inclusion in the CNDP as an area suitable for development.*

**15. Date & Time of Next Regular Meeting**

The next Neighbourhood Plan Advisory Committee meeting is TBC.