



MINUTES OF A MEETING OF THE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE on Thursday, 18th November at 6.30 p.m. 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 J. Nixon, Cllr H. Thomas and Cllr B. Wildman (Vice-Chairman).

Others in attendance: Miss G. Langley (Responsible Financial Officer), Cllr K. McNulty and Mr M. Wellock (Kirkwells Planning Consultant).

The following people attended the meeting virtually: Dr W. Deng (AECOM), K. Murray (AECOM), J. Wain (Motmot Consulting) and Mr J. Stanford (Co-opted).

1. Welcome

The Chairman welcomed all to 18th November 2021 Neighbourhood Plan Advisory Committee (NPAC) meeting of Colne Town Council.

2. Apologies

Apologies were received from Cllr H. Thomas and were duly accepted.

3. 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.

4. Minutes

To approve as a correct record the Minutes of the meeting held on Wednesday, 13th October 2021.

The Minutes of the meeting held on Wednesday, 13th October were accepted as a true and accurate record.

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

Seconded by Cllr B. Wildman

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. Landscape Assessment

To consider the amended mapping techniques and the final version of this document for approval.

The Committee agreed that the new mapping technique applied is significantly clearer and much more intuitive. Following a short discussion, the Landscape Assessment was approved for recommendation to Full Council.

The Chairman thanked the Landscape Consultant for all her hard work.

7. Colne Town Centre Boundary Changes in the Pendle Local Plan

To consider the questions raised by Pendle Borough Council regarding the Town Centre Boundary proposed in the CNDP.

The Planning Consultant informed the Committee that he has no concern about the areas identified by Pendle Borough Council, remaining in the designated boundary. This view was also shared by the other Members of the Advisory Committee. Mr. Wellock stated that the boundary is fit for purpose and does not pose a long-term threat to the Town Centre.

Action: Mr M. Wellock to draft an appropriate response and send this to the RFO, who, once approved, will then send a formal response to Pendle Borough Council.

8. Colne Design Code

To review the final draft of the Design Code for Colne and consider any additions or alterations that may be required before final sign off.

The Chairman began by thanking everybody for taking their time to go through the document and identify any anomalies.

The AECOM consultant confirmed that the majority of the suggested amendments are straight forward and self-explanatory, however he was unsure on what was happening with page 58 denoting the material palette.

Following an in-depth discussion, it was suggested that some items in the current material palette be removed and replaced with alternative materials that are more in keeping with Colne. It was also suggested that some window styles be added in.

It was also proposed that the wording in the top right-hand paragraph of page 58, be amended to reflect all developments and not just those using contemporary architectural solutions.

The Chairman stated that she would also like to see a paragraph on older buildings in conservation areas, within this section.

Action: The Chairman to draft a paragraph on older buildings, and to send alternative pictures to the AECOM Consultant to be included in the material palette.

It was also noted by the Committee that the map on page 31 of the Design Code Document is incorrect. The area showing the Ball Grove Nature Reserve is not big enough, and the larger area at the bottom of the map is showing Gib Hill as a Nature Reserve, which is also incorrect. It was pointed out that the pink area depicting the lower rough, has now been built upon, so can no longer be classed as a site of settlement character.

Action: Mr J. Stanford and Mr P. Foxley to send boundary details for the Ball Grove Nature Reserve to the Chairman, RFO and the Planning Consultant.

The AECOM Consultant confirmed that he was working on the amendments and would forward the final draft of the document by Thursday, 25th November, so that it can be discussed at the next Advisory Committee Meeting.

9. Viability Report

To receive an update on the status of the Viability Report and details of future work that needs to be carried out to improve it.

The Chairman informed the Committee that she had spoken with the Locality Consultant that morning. Unfortunately, he was unable to attend this meeting owing to family commitments, however he is keen to meet virtually with the Committee to discuss how we can move forward with this.

The Chairman stated that she has been through the document and has found a few errors that will need to be communicated to Locality.

Action: The RFO to send the details of the anomalies to the Locality Consultant.

A few dates for the next meeting were discussed, and the Committee decided on Tuesday, 30th November, with a back-up of Wednesday, 1st December, should the Locality Consultant not be available.

Action: The RFO to send these dates to the Locality Consultant to see if he is able to attend.

It was mentioned by one Member that the conclusions in the viability report for sites one and two, states that these sites may have an increased density which would surely improve the viability of the sites. Given that these sites are urban and not suburban, are we being too conservative? Would it be more accurate to go for the higher density figure?

The Chairman stated that this is something that we should ask the Locality Consultant at the next meeting.

Action: The RFO to circulate the list of preferred sites to all Members of the Committee.

10. 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 for Regulation 15.

The Chairman explained that she has finished all but one of the interior descriptions for the additional Non-Designated Heritage Assets. However, she had realised that we haven't formally written to the property owners of these buildings which is something that we should try to do as soon as possible. Cllr D. Cockburn-Price will then need to collate all of this new information and integrate this into the main document.

The Local Green Space Document needs to be updated to add in Essex Street, there are some inaccuracies in the original document that will need amending, including a couple of mapping errors. The document needs to be updated to take account of the changes on the paragraph numbering for National Planning Policy and the conclusions will need re-writing.

The Chairman stated that it would be beneficial if we can get these supplementary documents finished as soon as possible so that they can then be circulated to the rest of the Councillors for review, before we close for Christmas.

The main document will be the very last document that is finalised, as the viability will need to feed into this. The Planning Consultant stated that he has been making alterations to the document, the last revision being to the Design Policy, to take into account the Design Code. He stated that the main changes to be made, would be to CNDP6 which is the Housing Policy, all the other amendments needed are just small tweaks here and there.

The Planning Consultant stated that we need to timetable the main document with the Health Check, so that we can be sure that the document meets the basic conditions. It was suggested that we revise the plan as best we can, stating that the document is still only a draft, but then ask Locality to run the Health Check for that we can make any necessary amendments in a timely manner. The Planning Consultant stated that we should be able to get a comprehensive draft ready in two to three weeks.

It was also mentioned that there has been no formal response from the Environment Agency to the Strategic Environmental Assessment. The Planning Consultant stated that he has chased this a few times, but to no avail and that perhaps the Town Council should do this more formally.

Actions: Details for the additions to the NDHA list to be sent to the RFO so that letters can be sent out. Cllr D. Cockburn-Price and Mr M Wellock to finalise the Heritage Asset and Local Green Space documents, so that these can be circulated to Full Council. Mr M Wellock to send contact details for the Environment Agency to the RFO, who will then draft an email and send this to the Chairman for review before sending out to the Agency.

11. 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 the items for the agenda for a future month.

The main items for the next agenda will be the final draft of the Design Code, and to talk to the Locality Consultant with regard to the Viability Study.

12. Date & Time of Next Regular Meeting

The next Neighbourhood Plan Advisory Committee meeting is pencilled in for Tuesday, 30th November 2021.

This meeting concluded at 8.08 p.m.