

## Report of the Assistant Director (Planning, Transportation & Highways) to the meeting of Keighley Area Committee to be held on 23 October 2014.

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### Subject:

**Neighbourhood Planning – Neighbourhood Area Application**

### Summary statement:

The Council's Executive Committee has resolved the governance arrangements for discharging the Council's new duties in relation to neighbourhood planning in respect of the Localism Act 2011. The Area Committees are identified as a consultation body to consider any Neighbourhood Area Applications which have been submitted to the Council, prior to a final decision at Executive.

This report sets out details of the Neighbourhood Area Application submitted to the Council by Steeton-with-Eastburn Parish Council, in conjunction with Silsden Town Council. The Area Committee is invited to comment on the application.

The Area Committee is recommended to take note of the Executive decision as a decision to approve the Neighbourhood Area may require a level of support from Neighbourhood Services.

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**Overview & Scrutiny Area:**  
**Regeneration & Economy**



## **1. SUMMARY**

- 1.1 The Council's Executive Committee has resolved the governance arrangements for discharging the Council's new duties in relation to neighbourhood planning in respect of the Localism Act 2011. The Area Committees are identified as a consultation body to consider any Neighbourhood Area Applications which have been submitted to the Council, prior to a final decision at Executive.
- 1.2 This report sets out details of the Neighbourhood Area Application submitted to the Council by Steeton-with-Eastburn Parish Council, in conjunction with Silsden Town Council. The Area Committee is invited to comment on the application.
- 1.3 The Area Committee is recommended to take note of the Executive decision as a decision to approve the Neighbourhood Area may require a level of support from Neighbourhood Services.

## **2. BACKGROUND**

- 2.1 The Localism Act 2011 devolves planning powers to Town and Parish Councils or Neighbourhood Forums to lead on the preparation of Neighbourhood Development Plans (NDPs) for their area. These powers provide local communities with the opportunity to take responsibility and accountability to shape development and growth in their areas.
- 2.2 Neighbourhood planning is one of the five key measures in the Localism Act. There is now a package of non mandatory neighbourhood planning tools which are available for use by local communities through qualifying bodies should they choose to use them. These relate to the production of:
  - Neighbourhood Development Plans (NDP)
  - Neighbourhood Development Orders (NDO)
  - Community Right to Build Order (CRTBO)
- 2.3 The Neighbourhood Planning (General) Regulations 2012 came into force on 6th April 2012. The Regulations outline seven key roles and responsibilities for the Council:
  1. Designation of a neighbourhood plan area
  2. Designation of Neighbourhood Forums
  3. Consider compliance with statutory and EU requirements
  4. Organise and fund independent examination
  5. Organise and fund a referendum
  6. General 'duty to support'
  7. Duty to adopt



- 2.4 A report entitled '*Localism Act Neighbourhood Planning Provisions*' was considered and approved by the Executive Committee on 9<sup>th</sup> October 2012 setting out the legal provisions, regulatory procedures, financial and resource implications for both the Council and communities and also the implications for the Council in terms of duties (resource and financial) and legal compliance. The report sets out the Council's approved governance arrangements for neighbourhood planning.

### **Neighbourhood Planning**

- 2.5 Neighbourhood planning provides an opportunity for local communities to be fully engaged in the future of their communities and the local ownership that comes from neighbourhood planning is an opportunity to assist the Council in improving equality, diversity, cohesion and integration in our communities. Through neighbourhood planning communities can:

- have say on where they want new homes, shops and offices to be built;
- have their say on what those new buildings should look like;
- include any other planning matters that are important to them in their Plan.

- 2.6 The neighbourhood planning powers are non mandatory and it is up to each local community to consider the issues in their locality and whether the neighbourhood planning tools are the right mechanism for them. It will then be a community decision whether or not to prepare a Neighbourhood Development Plan given the issues, resources and timescales available.

### **Neighbourhood Development Plans**

- 2.7 Neighbourhood Development Plans are required to be 'pro-development'. They cannot be used as a means to stop development from taking place within an area, or propose less development than is set out in the Local Plan (Core Strategy and the Allocations Development Plan Documents). They can, however, propose more development than set out in the Local Plan.
- 2.8 The National Planning Policy Framework (NPPF) sets out guidance on Neighbourhood Development Plans which makes clear that they should be positive planning documents which need to confirm with the strategic policies in the Local Plan which relate to:
1. The homes and jobs needed in the area;
  2. The provision of retail, leisure and other commercial development;
  3. The provision of infrastructure for transport, telecommunications, waste management, water supply, wastewater, flood risk and coastal change;
  4. Management, and the provision of minerals and energy (including heat);
  5. The provision of health, security, community and cultural infrastructure and other local facilities; and
  6. Climate change mitigation and adaptation, conservation and enhancement of the natural and historic environment, including landscape.



- 2.9 The content of the plan will be decided by local communities, as will the decision to prepare the plan. The plan can be a means of setting out more detailed policies for their community over and above the Local Plan, to start to shape the choices over the use of land and the designation of land for housing, employment, community uses. Neighbourhood Development Plan should cover land use planning issues; however non-planning related issues could be included as a separate / supplementary part of the plan.

### **Neighbourhood Planning – The Process**

- 2.10 The key stages in the preparation of a Neighbourhood Development Plan are set out in Appendix 1. This also identifies some of the key roles and duties.
- 2.11 The first step in producing the Neighbourhood Development Plan is the submission of an application to the Council for a Neighbourhood Area (i.e. an area to which a Neighbourhood Development Plan will relate) by a relevant body (parish/town council or body designated as a neighbourhood forum for the discharge of neighbourhood planning). In fully parished areas the application can only be submitted by a qualifying body, i.e. a town or parish council. The application is published by the Council and comments are invited from members of the public and other interested bodies and organisations. Following public consultation the Council must formally decide whether or not to approve the neighbourhood Area Application. The Council's decision must then be published.
- 2.12 If a Neighbourhood Area Application is approved by the Executive the qualifying body can then commence work on their Neighbourhood Development Plan.
- 2.13 Once a Neighbourhood Development Plan has been prepared by the qualifying body, it will be submitted to the Council who will then publish the Plan for formal representations. The Council will appoint an independent examiner to check that the Plan meets the basic conditions, including compliance with the Local Plan for the Bradford District. If the plan does not meet the required standards, the examiner could recommend changes. The planning authority will then need to consider the examiner's views and decide whether to make those proposed changes.
- 2.14 If the examiner recommends significant changes, then the qualifying body may decide to re-consult the local community before proceeding any further.
- 2.15 If the plan is deemed acceptable following the examination by an independent inspector a referendum will be held and with a simple majority in favour, the Plan can become part of the statutory development plan for the District.

### **The level of interest in Neighbourhood Plans**

- 2.16 To date the Executive has approved four Neighbourhoods Area Applications for the following areas:
- Burley-in-Wharfedale



- Haworth
- Ilkley
- Oxenhope

These Parish Councils have now commenced work preparing their Neighbourhood Development Plans.

- 2.17 The Council has received three new Neighbourhood Area Applications, as listed below.
- Menston Parish Council
  - Steeton-with-Eastburn Parish Council, in conjunction with Silsden Town Council; and
  - Wilsden Parish Council.
- 2.18 The views of the Area Committee regarding the Steeton-with-Eastburn application will be presented to the Executive at its meeting on 2<sup>nd</sup> December alongside Shipley Area Committees comments in relation to Menston and Wilsden Neighbourhood Area Applications.
- 2.19 As of August 2014 the Council has received a further Neighbourhood Area Application from Cullingworth Village Council. The application will be presented to the Keighley Area Committee and the Executive Committee in due course.

#### **Local Authority roles and responsibilities**

- 2.20 The Local Planning Authority has the primary responsibility for determining applications for neighbourhood areas and designating neighbourhood forums. This includes carrying out public consultations on any Neighbourhood Area Applications and on the final Neighbourhood Development Plan prior to an examination.
- 2.21 Support from other Council services including Democratic Services, Strategic Policy and Research, Consultation and Engagement, Neighbourhood Services and Legal Services may be required as and when appropriate.
- 2.22 The Council has a general 'duty to support' local communities through the provision of advice and assistance to qualifying bodies in developing proposals for plans and plan preparation.
- 2.23 There is no requirement on the Local Planning Authority to provide financial assistance but it is not prohibited. However, the Council has a duty to pay for and organise the examination and referendum on the Neighbourhood Development Plan.

#### **The Role of the Area Committee**

- 2.24 It was agreed at the Executive meeting on 9<sup>th</sup> October 2012 (see Appendix 2 to this report) that Area Committees will have a consultative role to play in all aspects of neighbourhood planning.



- 2.25 In addition to the role outlined above it is envisaged that Area Committees and local members, through their Area Co-ordinators, will have the opportunity to play an important role in adding value through advising, signposting, empowering, resolving any conflict and partnership working with qualifying Town and Parish Councils and Neighbourhood Forums to aid delivery of a plan.
- 2.26 Neighbourhood Development Plans could include 'non-planning' related issues and opportunities; however this must be a separate / supplementary part of the Plan. This is something that Area Committees could take a lead on and link to with their own Ward plans.

### **Neighbourhood Area Applications**

- 2.27 The Council is responsible for receiving and determining applications for the designation of a neighbourhood area (i.e. an area to which a neighbourhood plan relates). Part 2, Section 5 of the Neighbourhood Planning (General) Regulations 2012 states that application for designation of a neighbourhood area must include:
- a. a map which identifies the area to which the area application applies;
  - b. a statement explaining why the area is considered appropriate to be designated as a neighbourhood area; and
  - c. a statement that the organisation or body making the area application is the relevant body for the purpose of section 61G of the 1990 Act.
- 2.28 As soon as practicable after receiving an area application, the Council must formally publish it on its website for a statutory period of 6 weeks. This must include a copy of the area application, details of how to make representations and a date by which those representations must be received. The Council is then required to consider any representations received.
- 2.29 At this stage, it is only the **principle** of becoming a neighbourhood area and the extent of the proposed boundary which is being requested for consideration and approval. The application does not consider the content or approach of the proposed Neighbourhood Development Plan.
- 2.30 The Neighbourhood Area Application for Steeton-with-Eastburn, including Silsden has met the requirements of the Neighbourhood Planning regulations.
- 2.31 The Keighley Area Committee is requested to consider and provide comment on the Steeton-with-Eastburn and Silsden Neighbourhood Area Application:

### **Steeton-with-Eastburn Parish Council, in conjunction with Silsden Town Council, Neighbourhood Area Application**

- 2.32 The Council received a formal joint application from Steeton-with-Eastburn Parish Council with Silsden Town Council on 11<sup>th</sup> June 2014 requesting to become designated a neighbourhood area for the purpose of producing a joint



Neighbourhood Development Plan. The application covers the parishes of Steeton-with-Eastburn and Silsden. Steeton-with-Eastburn Parish Council are the primary applicant in this case.

- 2.33 The application was reviewed by the Assistant Director to ensure it included the key requirements under the relevant regulations. The accepted application was then published by the Council on its website and formal representations invited over an 8 week period from 14<sup>th</sup> July to 8<sup>th</sup> September 2014. A press release was issued to raise the awareness of those living and working in the area. This resulted in several articles in locally circulating newspapers including the Telegraph and Argus, Craven Herald and Keighley News. The Council also included an article in the July 2014 edition of its e-newsletter 'Plan-it Bradford' and also notified relevant parties on the Local Plan consultation database.
- 2.34 The Neighbourhood Area Application for Steeton-with-Eastburn, including Silsden is contained in Appendix 3. In line with the regulations it is made up of a map showing the extent of the proposed area, a statement confirming that they are a qualifying body and outlining why the proposed area is appropriate. The Parish Council propose that the Neighbourhood Area boundary matches the extent of the existing Parish boundaries of Steeton-with-Easburn and Silsden.
- 2.35 Although not necessary at this stage, the Parish Council have set out nine essential aims for their Neighbourhood Development Plan to address key local issues such as
- 1) Preserve and enhance the character of Steeton, Eastburn and Silsden;
  - 2) Meet the defined housing needs in a manner commensurate to the Local Plan and the character of the area;
  - 3) Maintain and improve shopping, recreational, cultural and community facilities;
  - 4) Meet defined employment need in a manner commensurate to the Local Plan and the character of the area;
  - 5) Ensure a flourishing commercial, business and economic environment;
  - 6) Meet the needs of residents in the areas of education, health, leisure, recreation, sport and transport, including footpaths and cycleways;
  - 7) Ensure that both parishes are good places to live with facilities for young and old alike;
  - 8) Maintain and protect the natural environment and availability of green spaces;
  - 9) Maintain an on-going dialogue with local organisations, developers, individuals and the Local Planning Authority to ensure that the agreed Local Plan criteria are met throughout the initial development of the Neighbourhood Development Plan.
- 2.36 In addition, the application includes a letter from Silsden Town Council confirming that Steeton-with-Eastburn Parish Council have agreed to be the lead applicant for this application. This is supported by meeting minutes of both bodies demonstrating their agreement to produce a joint Neighbourhood Development Plan.



- 2.37 The Council received a total of 15 representations within the formal consultation period. There was general support in principle for the designation of a neighbourhood area covering the parishes of Steeton-with-Eastburn and Silsden. A summary of the representations and the Council's response to the issues raised by those making representations is set out in Appendix 4.
- 2.38 There was general support for designation of a Neighbourhood Area, with no objections from members of the public or organisations. Several respondents raised a number of considerations for the Parish Council to bear in mind should they gain Neighbourhood Area status from the Council and begin work on a Neighbourhood Development Plan.
- 2.39 Upon consideration of the Act, the relevant planning Regulations as well as the representations it is recommended that the neighbourhood application be approved.
- 2.40 The Area Committee is invited to make comments on the principle of approving a neighbourhood area covering the extent of the Parish boundaries of Steeton-with-Eastburn and Silsden (see Section 4.2 and 4.3). Any comments will then be reported to the Executive Committee alongside the initial application and public comments who will then make a formal decision on the designation of a neighbourhood area.

#### **Neighbourhood Area Application - Considerations for the Area Committee**

- 2.41 There are two considerations in relation to neighbourhood area applications, these are:
- 1) Whether the extent of the area proposed is considered appropriate for the purpose of producing a Neighbourhood Development Plan.
  - 2) Whether the body submitting the application is a relevant qualifying body for the purposes of the Localism Act to pursue neighbourhood planning functions.
- 2.42 In addition to the above considerations, the Area Committee is also requested to consider the two options as set out in Section 4 of this report along with the recommendations set out in section 10.

### **3. OTHER CONSIDERATIONS**

#### **Funding and Support**

- 3.1 There are several sources of advice and support for Councils and communities that are interested in neighbourhood planning.
- 3.2 From April 2013 Local Planning Authorities could claim for up to 20 area designations (£100,000) in each financial year 2013 to 2014 and 2014 to 2015. This money recognised the duties that local authorities have in relation to neighbourhood planning.





- 3.3 The payments are broken down into three stages to reflect the work involved in getting a plan to the point of being published prior to an examination. The payments are broken down as follows:
- 1) First payment of £5,000 is payable to the LPA upon designation of a neighbourhood area in recognition of officer time supporting and advising the community in taking the Neighbourhood Development Plan forward.
  - 2) Second payment of £5,000 is made to the LPA once it publicises the Neighbourhood Development Plan prior to examination. This will contribute towards the costs of the examination as well as other staff costs incurred at this stage.
  - 3) Third payment of £20,000 is made upon successful completion of a Neighbourhood Development Plan examination. This fund will, in part, pay for the examination and any other further steps that maybe needed for the Neighbourhood Development Plan to come into legal forces, including a local referendum.
- 3.4 These monies can only be claimed on applications within set claim periods.
- 3.5 The Department for Communities and Local Government has established separate support for communities. From May 2013 the Government ran a £10.5 million, 2-year rolling programme to provide support and grants to communities to progress their Neighbourhood Development Plans. Communities could apply for direct support and / or grants of up to £7,000 to help them develop a Neighbourhood Development Plan.
- 3.6 With effect from 20<sup>th</sup> August 2014 the Government were no longer accepting any new expressions of interest of grants. It is likely that a new support programme will be available from April 2015.
- 3.7 The Government has pledged funding along with support to communities directly through organisations such as Locality, mycommunityrights.org, RTPi and Planning Aid England. There is an array of support networks available to communities should they wish to request assistance.

#### **Community Infrastructure Levy**

- 3.8 The Government has announced that Local Planning Authorities operating a Community Infrastructure Levy (CIL) will pass on 25% of the money raised from development within a neighbourhood plan area to the community itself, so that they can decide how the money is to be spent. The Localism Act sets out what neighbourhood CIL can be spent on: the provision, improvement, replacement, operation or maintenance of infrastructure - or anything else that is concerned with addressing demands that development places on an area. Communities without a Neighbourhood Development Plan would only be entitled to 15% of any CIL monies



received. To qualify, a Neighbourhood Development Plan must have been through a referendum and brought into force and the local authority needs to have introduced CIL.

- 3.9 The Council is currently investigating the potential of a Community Infrastructure Levy for the Bradford District. This will be the subject of a future report to the Executive Committee.

### **Bradford's Local Plan**

- 3.10 Progress in putting in place an up to date development plan, now known as the Local Plan, to replace the Replacement Unitary Development Plan (RUDP) is critical to support the take up of the new neighbourhood planning provisions. The Core Strategy Development Plan Document (DPD) will provide the key strategic planning policies against which Neighbourhood Development Plans will be tested against to ensure conformity. At present it is anticipated that the Core Strategy will be adopted in 2015 following an independent examination. Work on identifying sites via the Allocations DPD as well as the two area Action Plans for the City Centre and Shipley Canal Road Corridor will follow on from the Core Strategy.
- 3.11 Details of the timetable of the Local Plan are contained within the Local Development Scheme (LDS) 2014-2017. At its meeting on 22<sup>nd</sup> July 2014, the Executive approved the revised Local Development Scheme. The LDS also sets out the anticipated programme for CIL.

## **4. OPTIONS**

- 4.1 The Area Committee is invited to respond to three consultation questions and make any additional comments regarding the principle of designating a Neighbourhood Area for Steeton-with-Eastburn, including Silsden.
- 4.2 The three consultation questions consist of the following:

1) <b>Do you support or object this proposal for a Neighbourhood Area?</b>
2) <b>Do you think the area identified is suitable for the basis of a Neighbourhood Plan?</b>
3) <b>Is the proposed boundary appropriate?</b> (Please consider if the proposed boundary is drawn too tight or too wide)

- 4.3 For the neighbourhood area application there are two general options:-
- Option 1 expresses general *support* for the proposal of designating a neighbourhood area for the purpose of producing a Neighbourhood Plan and the appropriateness of the proposed boundary.
  - Option 2 expresses *objections* towards the proposal to designate a neighbourhood area and the appropriateness of the proposed boundary.



- 4.4 The option to support the designation of a Neighbourhood Area (Option 1) will be reported to the Executive Committee to inform their final decision. Should the Executive approve the designation of Neighbourhood Area then the Parish/Town Council may then commence work to prepare and produce a Neighbourhood Development Plan for the extent of the area indicated in their application.
- 4.5 The production of a Neighbourhood Development Plan by the Parish/Town Council may require a level of support and assistance by the Council. At this stage it is not possible to outline the extent of support which may be required as this is dependant upon the needs of the Parish/Town Council and the nature of the Neighbourhood Development Plan. Good practice from elsewhere suggests this should be dealt with by the qualifying body producing a project plan for discussion with the Council. A Service Level Agreement (SLA) could be put in place to manage the support the Council can offer in discharge of its duties if considered appropriate.
- 4.6 The option to object to the designation of a Neighbourhood Area (Option 2) will be reported to the Executive Committee to inform their final decision. Should the Executive take on board all comments received during the consultation process and decide not to approve the application the Parish Council may not commence work on a Neighbourhood Development Plan. Instead the future development of the area will be primarily guided by the policies and plans set out within the Council's Local Plan (Core Strategy and Allocations Development Plan Documents). There will be no further implications for the Area Committee.
- 4.7 The final recommendations of the Area Committee regarding the Steeton-with-Eastburn and Silsden Neighbourhood Area Application will be reported to the Executive Committee at the meeting on 2<sup>nd</sup> December 2014 alongside the Shipley Area Committees comments in relation to Menston and Wilsden Neighbourhood Area Applications.

## **5. FINANCIAL & RESOURCE APPRAISAL**

- 5.1 There are potentially significant financial and resource implications from the discharge of the duties under the Localism Act. The full scope of the financial and resource implications from the discharge of the new duties are documented in the 9 October 2012 report to the Executive (see background document 12.4).
- 5.2 These burdens will depend upon the overall take up by communities of these non mandatory activities. The government has made available resources to cover these additional burdens; however as this is a relatively new process the implications are unknown for Bradford. The impact on resources of the council will need to be carefully monitored and may need to be subject to prioritisation.
- 5.3 For the year 2014/2015, the Government pledged further financial support to councils with neighbourhood planning. The Council is able to claim for up to £30,000 per area designation. For further information please refer to paragraph 3.3 of this report.



## **6. RISK MANAGEMENT AND GOVERNANCE ISSUES**

- 6.1 The portfolio holder for Change Programme, Planning and Housing will take the lead for neighbourhood planning.
- 6.2 The Assistant Director for Planning, Transportation and Highways will coordinate and manage the Council's neighbourhood planning role and responsibilities.
- 6.3 Appendix 2 sets out the governance arrangements for the key decisions within the respective processes for neighbourhood planning, as approved by the Executive.

## **7. LEGAL APPRAISAL**

- 7.1 The legal requirements related to neighbourhood planning are set out in the Localism Act 2011 and the Neighbourhood Planning (General) Regulations 2012.
- 7.2 The Neighbourhood Area Application is considered to have met the relevant regulations at this stage in the process.

## **8. OTHER IMPLICATIONS**

### **8.1 EQUALITY & DIVERSITY**

- 8.1.1 Any Neighbourhood Development Plan which is produced by a Parish/Town Council must be in line with the policies and plans contained within the Local Plan which has been subjected to its own Equality Impact Assessment.
- 8.1.2 Good practice would suggest that the Parish Council should seek to ensure compliance with equality legislation in preparation of a Neighbourhood Development Plan, including the production of an Equality Impact Assessment, where relevant and appropriate.

### **8.2 SUSTAINABILITY IMPLICATIONS**

- 8.2.1 Neighbourhood Development Plans are required to conform to national and local policy which is supported by sustainability appraisals. However, depending on the nature of the Neighbourhood Development Plan, the Plan may need to be supported by its own Sustainability Appraisal (SA) and Strategic Environmental Assessment (SEA).

### **8.3 GREENHOUSE GAS EMISSIONS IMPACTS**

- 8.3.1 Any Neighbourhood Development Plan would need to ensure compliance with national and local policy which promote sustainable development and seek to minimise impact on climate change.



## **8.4 COMMUNITY SAFETY IMPLICATIONS**

8.4.1 There are no community safety issues.

## **8.5 HUMAN RIGHTS ACT**

8.5.1 All neighbourhood planning tools are subject to consultation and engagement. There is a third party right to be heard at the independent examination.

## **8.6 TRADE UNION**

8.6.1 There are no trade union implications.

## **8.7 WARD IMPLICATIONS**

8.7.1 The neighbourhood planning tools can be picked up by communities and can relate to small areas within and across wards. At present within the Committee's area there are two Parish/Town Councils who are jointly taking forward a Neighbourhood Development Plan proposal, of which relate to the following wards:

- Craven ward – Steeton-with-Eastburn and Silsden

## **8.8 AREA COMMITTEE ACTION PLAN IMPLICATIONS (for reports to Area Committees only)**

8.8.1 The Area Committee is requested to take note of the Neighbourhood Area Application and the decision of the Executive Committee on 2<sup>nd</sup> December 2014. The potential decision to approve the application for designation of a Neighbourhood Area by Executive will require the Area Committee to note this in any future Action Plans.

8.8.2 There is a potential opportunity for the preparation of Neighbourhood Development Plans to link to Area Committee Action Plans and their implementation.

## **9. NOT FOR PUBLICATION DOCUMENTS**

9.1 None.

## **10. RECOMMENDATIONS**

10.1 The views of Members to the three questions contained at Paragraph 4.2 and the two options at paragraph 4.3 are requested. Those views be referred to the Executive for consideration at its meeting on 2 December 2014.

## **11. APPENDICES**

- 1 Neighbourhood Plans Process
- 2 The governance arrangements for the key decisions within the respective



- processes for neighbourhood planning.
- 3 Steeton-with-Eastburn, including Silsden Neighbourhood Area Application
  - 4 Summary of representations to Steeton-with-Eastburn, including Silsden Neighbourhood Area Application

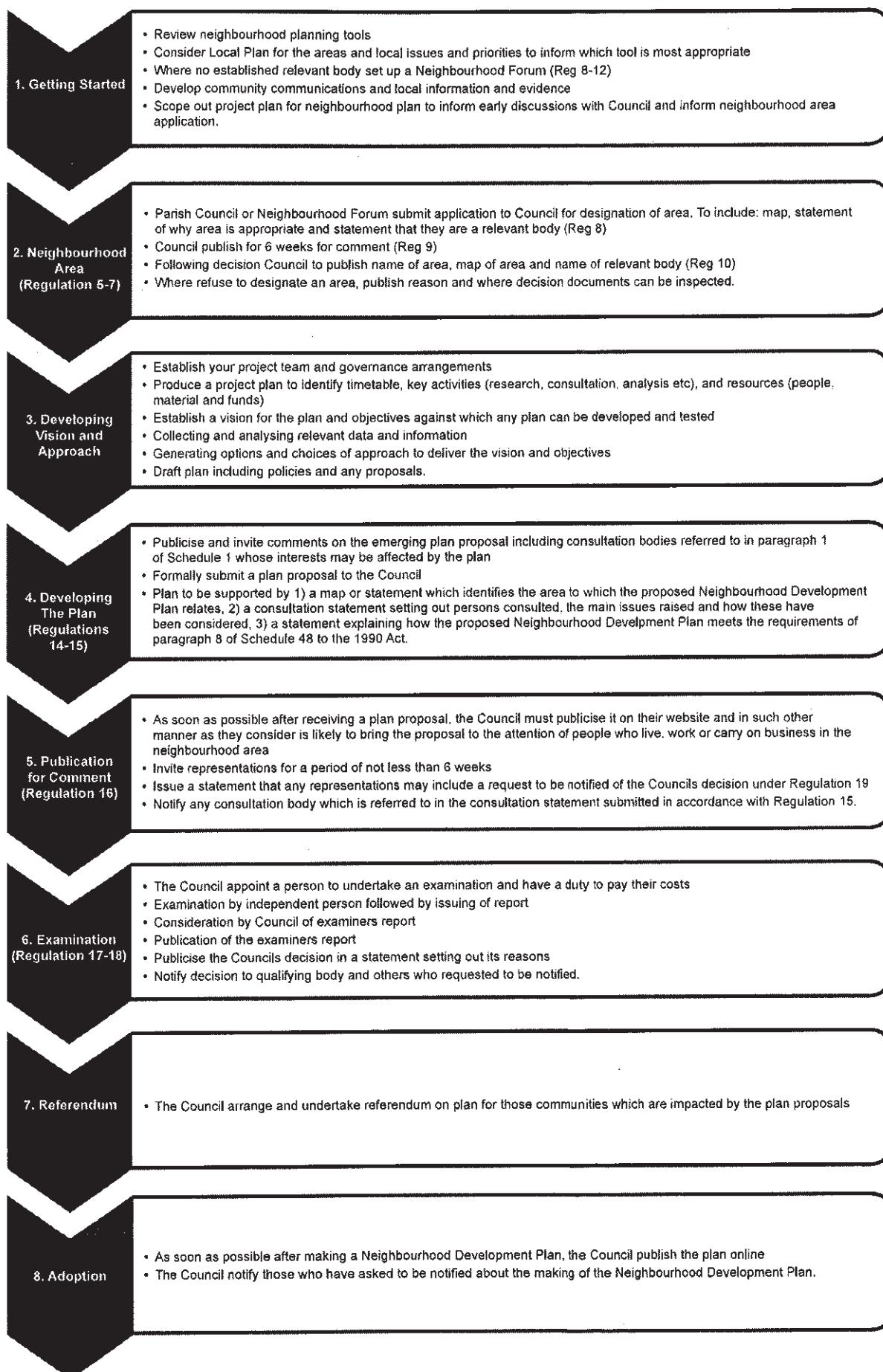
## **12. BACKGROUND DOCUMENTS**

- 12.1 The Localism Act 2011  
<http://www.legislation.gov.uk/ukpga/2011/20/contents/enacted>
- 12.2 The Neighbourhood Planning (General) Regulations 2012  
<http://www.legislation.gov.uk/uksi/2012/637/made>
- 12.3 National Planning Policy Framework (March 2012)  
<http://www.communities.gov.uk/documents/planningandbuilding/pdf/2115939.pdf>
- 12.4 Report of the Assistant Director (Planning, Transportation & Highways) to the meeting of Executive to be held on 9 October 2012. (Document AE)



## Appendix 1

### Neighbourhood Plan Process



**Appendix 2**

**The approved governance arrangements for the key decisions within the respective processes for neighbourhood planning.**

<b>Neighbourhood Planning Decision Making</b>		
<b>Application to set up Neighbourhood forum</b>	Application received and published for comment	Portfolio holder Assistant Director PTH
	Application decision	Area Committee Executive
<b>Neighbourhood Area Application</b>	Application received and published for comment	Portfolio holder Assistant Director PTH
	Application decision	Area Committee Executive
<b>Neighbourhood Plan</b>	Draft received by Council and published for representations	Portfolio holder Assistant Director PTH
	Submit for independent examination	Portfolio holder Assistant Director PTH
	Receipt of independent persons report and decision on plan and move to referendum	Area Committee Executive
	Adoption	Portfolio holder Assistant Director PTH
<b>Neighbourhood Development Order/Community Right To Build Order</b>	Draft received by Council and published for representations	Portfolio holder Assistant Director PTH
	Submit for independent examination	Portfolio holder Assistant Director PTH
	Receipt of independent persons report and decision on plan and move to referendum	Area Committee Executive
	Adoption	Portfolio holder Assistant Director PTH



## Appendix 3



# Steeton-with-Eastburn Parish Council

Rosie Sanderson, Clerk to the Parish Council.

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Emma Higgins  
Planning Dept  
City and District of Bradford Metropolitan District Council

11<sup>th</sup> June 2014

Dear Emma

Steeton-with-Eastburn Parish Council and Silsden Town Council intend to develop a joint neighbourhood development plan and wish to apply for joint neighbourhood area status. I attach files in support of this application as follows:

- Statement to confirm status as a qualifying body
- Statement of general aims
- Statement in support of the joint application
- A map showing the boundaries of the application area
- Minutes of a meeting of Steeton-with-Eastburn Parish Council confirming agreement with the joint application
- Minutes of a meeting of Silsden Town Parish Council confirming agreement with the joint application
- A letter from Silsden Town Council agreeing that Steeton-with-Eastburn Parish Council should act as the lead body for the application

Please let me know if any further information is required.

Yours sincerely

Rosie Sanderson  
Clerk to the Council

**Statement to confirm status as a qualifying body**

Steeton-with-Eastburn Parish Council and Silsden Town Council are both qualifying or relevant bodies to apply for designated area status under the provisions of the Localism Act 2011 Schedule 9 Neighbourhood planning section 61G, paragraph (2) A

The two councils have agreed to jointly produce a neighbourhood development plan and to jointly apply for neighbourhood area status. For the purposes of this application they have agreed that Steeton-with-Eastburn Parish Council should lead.

*2(A) A "relevant body" means-*

*(a) a parish council, or*

*(b) an organisation or body which is , or is capable of being, designated as a neighbourhood forum (on the assumption that, for this purpose, the specified area is designated as a neighbourhood area).*

**Statement explaining why this area is considered appropriate to be designated as a neighbourhood area**

Steeton-with-Eastburn Parish Council and Silsden Town Council are within the jurisdiction of City of Bradford Metropolitan District Council. The proposed neighbourhood area boundary covers the entirety of both parishes.

The two councils aim to create a Neighbourhood Development Plan, based on consultation with key local interest groups and residents which will ensure, through Planning Guidance, that the joint parishes develop in such a manner as to protect the area's heritage, enhance its attractiveness, provide for housing need and build for a viable economic future.

The two parishes do not oppose development in principle but recognises that there are competing pressures which such activity will bring to infrastructure in the area.

In applying for designated area status, the essential aim of any resultant Neighbourhood Plan will be to:-

1. preserve and enhance the character of Steeton, Eastburn and Silsden as an attractive, distinct rural communities, protecting and cherishing the natural and built environment;
2. meet defined housing needs in a manner commensurate with the LOCAL PLAN and the character of the designated area during the period of the plan;
3. maintain and improve shopping, recreational, cultural and community facilities;
4. meet defined employment need in a manner commensurate with the LOCAL PLAN and character of the designated area to enable provision of adequate employment opportunities for its residents – now and in the future;
5. ensure a flourishing commercial, business and economic environment;
6. meet the needs of residents in the areas of education, health, leisure, recreation, sport and transport, including footpaths and cycleways;
7. ensure that both Parishes are a good places to live with facilities for young and old alike;
8. maintain and protect the natural environment ( including sites of special scientific interest), and availability of green spaces within the designated area boundary;
9. maintain on-going dialogue with local organisations, developers, individuals and the LPA to ensure that agreed LOCAL PLAN criteria for are met throughout initial development of the Neighbourhood Plan and beyond.

**Statement in support of the application for the two parishes of Steeton and Eastburn together with the parish of Silsden to be considered as one neighbourhood for the purposes of Local Planning.**

**1. GEOGRAPHY**

Both parishes abut one another in the floor of the Aire Valley. This means that both are wholly contained within Airedale with certain consequences. The valley contains two principal watercourses, namely the River Aire and the Leeds Liverpool Canal. The presence of these two waterways dictates the route of the various highways running along the valley. The two waterways also pose the need for crossing points with the consequent restriction on traffic flow. A further consequence of these waterways is the danger of flooding in the valley floor and the need for flood defences both for the valley itself and for lower down the river. The sides of the valley mean that certain terrain in both parishes is unsuitable for building both in terms of practicality and environmental reasons. Both parishes adjoin the county of North Yorkshire and are affected by transport strategies originating in Lancashire.

**2. TRANSPORT**

Both parishes are on either side of the main dual carriageway running down the length of the valley and which leads to the Dales via Skipton. The route and raised location of this road is dictated by the waterways as discussed above. This road, the A629, is an important route for through traffic and for traffic from both parishes. Both parishes are also served by the same railway station whose name of Steeton and Silsden reflects the importance of the rail link to both parishes. The station is heavily used by inhabitants of both parishes for commuting, leisure and also access to the rest of the rail network via Leeds. The disadvantage of the railway station is the further pressure this places on the road network due to the presence of various level crossings along the valley. There are many bus services common to both parishes. The importance and position of the station is one major reason for this. The other major reason is the secondary school shared by both parishes at South Craven in Crosshills. Whilst the school is outside both parishes it is reached by pupils from Silsden via Steeton and Eastburn.

**3. HEALTH**

The local hospital, Airedale, is situated squarely within Steeton and Eastburn. This hospital is of great importance to both parishes from both a clinical perspective and as a major employer in the area. The hospital offers specialist care in several fields and also is the receiving A and E service for a very wide geographical area, including both parishes. One GP's practise serves both parishes, with surgeries in both and offering appointments to residents of either parish on a day to day basis.

**4. EDUCATION**

both parishes share the same major secondary comprehensive school in the area, namely South Craven. All the primary schools in both parishes are feeder schools for South Craven.

**5. EMPLOYMENT**

both parishes share the same major employers, such as the hospital, Landis and South Craven school. In addition both parishes have a similar pattern of smaller businesses located on small industrial estates within each parish.

**6. HOUSING**

both parishes share a similar housing stock, consisting of a mixture of new build and much older stock dating from the Victorian era or earlier. Both parishes are due to receive a similar proportion of further new housing relative to their respective sizes.

**7. LEISURE AND TOURISM**

Both parishes will attract visitors and tourists because of the river and the canal discussed above. The tourism is by way of walkers, cyclists and boaters. Both parishes are also at the gateway to the Dales proper and the tourism generated by the National Park. There are thriving sports clubs in both parishes which attract players from the whole neighbourhood of all age groups.

**8. UTILITIES**

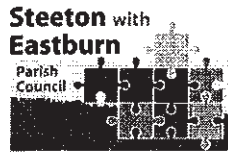
The parishes share major infrastructure for drainage and energy supplies.

**9. POLITICAL AND SOCIAL**

Both parishes share a very similar ethnic mix and age distribution. The population consists largely of white working to middle classes with a larger than average older population. Both parishes are in the same parliamentary constituency. Both parishes are within the jurisdiction of City of Bradford Metropolitan District Council.

# SILSDEN TOWN COUNCIL AND STRETON WITH EASTBURN PARISH COUNCIL NEIGHBOURHOOD DEVELOPMENT PLAN EXTENT OF THE AREA OF APPLICATION





## Steeton-with-Eastburn Parish Council

Rosie Sanderson, Clerk to the Parish Council.  
35 Kings Mill Lane, Settle North Yorkshire, BD24 9FD. Tel: 01729 825944  
Clerk@steeton-with-eastburnparishcouncil.gov.uk

### Minutes of

The Council Meeting held on 6 November 2013 at 7.30pm at  
The Community Hub, Skipton Road, Steeton, BD20 6FE

**Present :** Councillors: – Mullen, Blagden, Thompson, Lambert , Mounsey, Ebden and Townend

**In attendance:** Ward Councillors: – Kelly  
Police: – PC Southgate  
Clerk: – Rosie Sanderson  
Members of the public: 1 people

**Public question time**  
No questions

**13/155 Apologies**  
Apologies were received from Councillors Weller (for lateness), Emmott and Pugh. **Resolved:** To sanction apologies from Councillors Emmott and Pugh(unwell) and Cllr Weller (competing commitment).

**13/156 Disclosures of interest:** None

**13/157 Minutes**  
**Resolved:** That the minutes of the Parish Council meeting held on 2<sup>nd</sup> October 2013, the Extraordinary meeting of the Council held on 15<sup>th</sup> October and the Community Hub committee held on 2<sup>nd</sup> October 2013 are approved as a true record and signed by the Chairman on behalf of the Council.

**13/158 Reports of Police and invited guests**

#### Police

a) PC Southgate reported on the crime log for October. There were 9 crimes, 1 burglary of a dwelling, and one theft of a bike, scooter and skateboard. There was one violent crime. PC Southgate distributed crime prevention leaflets. These are distributed to homes around a home which has been burgled.

b) Reports for communication to the police: None

#### Ward Councillors

Cllr Kelly asked about plans to replace the trees in Station Road. He offered to help if he could.

**13/159 Neighbourhood planning**

a) Cllr Derek Booth (lead Councillor for implementing the neighbourhood plan) and Mike Tomkins (clerk )of Bradley Both Parish Council gave a presentation about their experience of neighbourhood planning. An influx of housing prompted the beginning of the process 40 years ago. They approached the then County Council regarding limitations on development. With the County Council they drew up a map setting the boundaries for development, a system which has worked well. The neighbourhood planning opportunity followed on from this, to lead to something of statutory significance. Steps taken so far have included:

Set up a committee of the Council, including District Councillors and co-opted members of the public  
 Decided whether to do it or not  
 Met monthly to decide on issues  
 Coincided with presentation of a village profile at Craven District  
 Worked with Planning England and Mike Dando  
 Held an open community meeting, sent a flyer to all households inviting them, attracted too many people to fit in the village hall! Meeting was designed to encourage participation, people sat around tables and wrote their comments and input.  
 Most contentious issue is housing. Other issues dealt with: traffic, education, buses etc.  
 Neighbourhood planning concept allows almost anything, but if the Sec of State doesn't like it can be changed.  
 Planning authority remains as is  
 Sought opinions of CDC officers from the start  
 Application to designate the area has been submitted to CDC  
 Application for a grant to be submitted to Locality in November  
 Bradley will share documents with Steeton-with-Eastburn Parish Council.

b) Silsden Town Council have formally agreed to a joint application for Neighbourhood Area status. **Resolved:** to submit a joint application for neighbourhood area status with Silsden, and to set up a working group to take this forward. Members to be: Cllrs Ebdon, Lambert, Mounsey and Thompson.

**13/160**

**Trees in Station Road**

Three trees were planted by Bradford Environmental Trust on behalf of the council in 2012. Two of the trees have been snapped off and are no longer viable. The estimated cost of replacement is £113. **Resolved:** to purchase and plant two replacement trees in Station Road, Steeton.

**13/161**

**Notice Boards**

The clerk reported that only 1 quotation had been received by the date of the meeting. Two other quotations are being followed up.

**13/162**

**Christmas Lights**

The clerk reported that the new electricity supply from the Hub will be installed during the week beginning 11<sup>th</sup> November. The lights will be installed before the end of November. Once in place the lights do not have to be taken down each year.

**13/163**

**Planning Issues**

a) **Planning applications:** None received

b) **Outcomes of Planning Applications:** noted

**Approvals:** None

**Refused:** None

c) **Enforcement action was noted at**

13/00711/ENFCO Lyon House Farm Lyon Road Steeton With Eastburn West Yorkshire BD20 8UY, Tipping of waste

d) **Planning Application Appeals:** None received

e) **Core Strategy briefing :** an invitation was received from CBMDC for a councillor to attend a briefing session on 11<sup>th</sup> November. **Resolved:** Cllr. Mullen to attend on behalf of the Council.

**13/164**

**Finance**

The accounts for payment were agreed and the receipts and balances noted  
**Resolved:** to authorize payment of the accounts below and note the receipts and account balances.

**Payments:**

Purpose	Payee	Amount
Clerk's salary	R Sanderson	629.66
Newsletter delivery	Newsquest (delivery)	221.40
Bowling Green maintenance	CBMDC for Bowling Green	212.40
Travel	D Mullen	25.20
Magnetic hooks for Community Hub	R Sanderson	40.20
Stationery	RBS (Walker Office)	29.92
No smoking signs for Community Hub	RBS (Walker Office)	34.48
Fire exit signs for Community Hub	Safe Fire Direct	9.24
Newsletter printing	Ellesmere Press Ltd	250.00
Postage	R Sanderson	81.20
*Arboricultural Survey	Treeplan	1,280.00
*Community Hub- paving and railings	R N Wooler & Co	4,231.20
*Community Hub marketing -posters	Ellesmere Press Ltd	93.84
*Community Hub flyers	Ellesmere Press Ltd	33.00
*Return of deposit for keys	Bowling Club - key deposit	90.00
*Recreational area maintenance/clearing	J Westbrook T/A Greenfingers	195.00

**Receipts:**

Purpose	From	Amount
Hall hire	Creative Support	10.00
Hall hire	Daisy Chain	120.00
Sundry income	Npower feed in tariff	253.56
Sundry income	Sponsored toddle	384.10
*Hall hire	Asian Arts	30.00
*Donation for playground	Steeton Court	50.00
*Hall hire	City of Bradford MDC	40.00

**Balances** as at 6 November 2013, after the above payments

Community Account	£ 7,308.05
Business Base Tracker	£43,978.35

Noted that £12,000 has been transferred from the Business Base Rate Tracker account to the Community account.

\*Invoices and receipts received after publication of the agenda

13/165

**Clerk's Salary and conditions of service**

**Resolved:** to accept the recommendation of the Staffing Committee to award the clerk one salary point, taking her from L20 to L21, backdated to 1<sup>st</sup> October 2013.

13/166

**Budget 2014/15**



The following items were suggested for inclusion in a draft budget for 2014-15: maintenance of recreational areas, neighbourhood planning, bowling green play area, car park at the hub, chapel lane wall, drainage of Keighley Road play area, Tour de France. It was noted that the amount of rate support grant to be received from CBMDC will not be known until late December. **Resolved:** to review the draft budget at the December Parish Council meeting, and to set up a finance working party to review it if required. The budget to be finalised in January.

**13/167 Chapel Lane recreation Ground**

The chairman reported that following discussions with residents and the ward Cllr Mallinson residents have been told they have 6 weeks from 1<sup>st</sup> November to come up with a plan to reinstate the car-park. During that 6 weeks no further action to be taken by the Council. An estimated timescale for legal action had been received from the solicitors acting on behalf of the insurers. Were the matter to go to court the total time could be up to a year before resolution. It was noted that Cllr Lambert has been asked to meet with Cllr Mallinson and one of the residents. **Resolved:** to review the matter at the January Council meeting.

**13/168 Correspondence (for information and to inform future agendas):**

None received

**13/169 Meetings attended**

- a) **Neighbourhood Forum meeting:** held 8 October 2013. Cllr. Mullen reported that the meeting was largely concerned with parking issues in Thorn hill road, caused by the new development and by the hospital. A highways engineer was present to discuss the proposed mitigating measures.
- b) **Rural Action Yorkshire AGM:** held 12 October 2013: Cllr. Mullen reported that the meeting focused on neighbourhood planning. He had circulated a briefing note to councillors.

**13/170 Member's Community Reports (for information and to inform future agendas)**

Cllr. Ebdon: 1) Flooding is a problem on the road opposite Eastburn Post Office. Cllr. Mullen will report this. 2) He asked who is responsible for damage to walls caused by grit spreading. He was advised to contact CBMDC.

Cllr. Blagden: 1) sandwich boards have been placed on pavements. Cllr. Mullen will report them if they are causing an obstruction. 2) there are still potholes on Keighley Road Cllr Mullen will report these. 3) there are various footpath issues, the closure of the railway crossing at the bottom of Currer walk is not being pursued by Network Rail; the temporary footpath closure through the new development off Thorn hill Road is still in place. Cllr. Blagden is ensuring that these issues are regularly brought to the attention of the Rights of Way officer at CBMDC. Cllr. Blagden has observed youths playing football on the bowling green.

**13/171 Date of next meeting**

4<sup>th</sup> December 2013, 7.30p.m. at the Hub, Stone Grove, Steeton

There being no further business the Chairman closed the meeting at 9.25 p.m.

Chairman..... Date: 4<sup>th</sup> December 2013

**MINUTES OF THE MEETING OF SILSDEN TOWN COUNCIL  
IN THE LIBRARY BUILDING  
Thursday 10<sup>th</sup> October 2013**

Commenced 7.30pm

Concluded 9.30pm

Present Cllrs Atkinson, Savage, Higgins, A Conway, K Conway, Walton, Robinson O'Dwyer and Whitaker  
Public [5] Police [1]

**Cllr Atkinson in the Chair.**

1. Apologies for absence were received and accepted from Cllrs Jump, Naylor and Croft. The Chair welcomed new Councillor Rebecca Whitaker to the meeting.
2. No declaration of interest on items on the agenda was made
3. POLICE update was given by PC Southgate and information was given to the police about people regularly coming down the one way streets of New Road and Briggate in the wrong direction.
4. MINUTES – The minutes of the meeting of Silsden Town Council held on 5<sup>TH</sup> September 2013 were signed as a true and accurate record.
5. ADJOURNMENT – 2 taken. Regarding the TDF the TC and St James church to join together with regards to the public information meeting to be arranged soon. Council also to look into 'small business Saturday' and raise awareness in the town if applicable
6. Resolved that this council joins with Steeton and Eastburn Parish Council for the development of a neighbourhood plan.
7. The 'stopping the highway order' which means the area where the ramp will go outside the town hall will no longer be highway. STC to reiterate that highways must ensure that they have at least 1.5m of pavement all along the length of the ramp.
8. Agreed write a letter of support for Silsden AFC request to highways towards possible lining changes which should help to alleviate some of the parking problems incurred by the club during match days.
9. ACCOUNTS AND FINANCE.

1. Agreed following payments

Mrs L Corcoran	salary	1226	698.81
K Boocock	salary	1227	84.46
IR	Tax	1228	47.20
Laycocks	Goods for flood defence	1229	675.14
Littlejohn	External auditors	1230	240.00
SELRAP	membership	1231	15.00

2. Agreed to continue with SELRAP membership at £15 for a further year.

3. Noted that the accounts have been returned and once again council has passed with no comments for improvement from the auditors. A photocopy of the return will be displayed in the notice board soon in order to fully comply with publication requirements.

10. PLANNING:

13/03811/FUL | Retrospective application for widening existing field access to improve highway safety | Middle Marchup Farm Bolton Road Silsden West Yorkshire BD20 9JA – No Objections

13/03922/HOU | Construction of side extension | 72 Cornwall Avenue Silsden West Yorkshire BD20 0DB- No Objections

13/04038/FUL | Construction of 2no detached dormer bungalows with garages in rear garden | 87 Skipton Road Silsden West Yorkshire BD20 9DA – No objections so long as PPS3 is not applicable.

13/04042/FUL | Construction of rural workers dwelling | Delph Farm Coates Lane Silsden West Yorkshire BD20 9HH- If conditions were applied that dwelling solely for the use of rural agricultural workers then no objection, however if merely being classified as a rural property then this council will object to this as unsuitable development in greenbelt.

11. REPORTS – Town Hall steering group have invited members of the council, along with other users to attend a meeting on wed 16<sup>th</sup> Oct at 5pm in the library. Cllrs Walton, O'Dwyer and Robinson to attend.

Letter received from a Cowling resident regarding Silsden's public footpaths. It will be forwarded to BMDC

Works done on the public toilets have resulted in the drains by the seats on Bridge Road being filled in with concrete – this will be reported.

Cllr Walton raised concerns over the condition of the Xmas lights due to them having been moved a number of times by those doing the TH refurb. All the lights were in working order at the beginning of the summer. It was suggested that Cllr Walton contact Nigel Gillat in order to arrange they both check the lights before the weekend set aside for trimming up.

Council were saddened to hear of the passing of Winnie Barker a much loved and very well known Silsden lady. It was resolved that if the family have no objections then a remembrance plaque will be made and placed in the bandstand in celebration of all she did for Silsden.

13. Confirmed the date of the next main meeting as 7<sup>th</sup> November 2013.

Being no further business the chair closed the meeting at 9.30pm

.....  
Signed as true  
Chair 07/11/13

# SILSDEN TOWN COUNCIL



Mrs Lesley Corcoran  
1 Oak Tree Court,  
Silsden,  
Keighley,  
West Yorkshire.  
BD20 9QS  
Telephone: 01535 670005  
E-Mail: silsdentownclerk2@blueyonder.co.uk

Neighbourhood planning officer

To whom it may concern

Silsden town council confirms that Steeton with Eastburn parish council can submit an application for both councils for the purpose of applying for neighbourhood status.

Regards

*P.P.*  
Cllr C Atkinson - Mayor  
Chair of Silsden Town Council

## Steeeton-with-Eastburn &amp; Silsden Neighbourhood Area Application

## Summary of Representations and Council's Response

No.	Respondent	Issue Raised / Comment	Councils Response
1	Network Rail	<p>No specific comments on the application.</p> <p>Request that any proposed changes consider the impact on the railway infrastructure, particularly access to and from railway stations and at railway/public level crossings.</p>	<p>Noted.</p> <p>Comment noted. The Council will pass these comments onto the Parish Council for their consideration.</p>
2	Yorkshire Wildlife Trust	<p>No comments on the proposed boundary.</p> <p>Within the Neighbourhood Development Plan there is potential to include details about supporting and improving the natural environment. Yorkshire Wildlife Trust encloses a document containing information on the natural environment within Neighbourhood Plan areas and also a map showing our Living Landscapes within Bradford for consideration during the preparation of the Plan.</p>	<p>Noted.</p> <p>It is for the Parish Council to determine the detailed scope of their Neighbourhood Development Plan, not the Council. However the Council will ensure that the Parish Council receive a copy of these comments and Yorkshire Wildlife Trust documentation.</p>
3	McCarthy & Stone	<p>No specific comments on the application.</p> <p>Within the Neighbourhood Development Plan there is potential to address the issue of the provision of specialist housing for the elderly by way of retirement housing. McCarthy &amp; Stone enclose a document containing a short presentation on how to consider the needs of older residents to be considered during the preparation of the Plan.</p>	<p>Noted.</p> <p>It is for the Parish Council to determine the detailed scope of their Neighbourhood Development Plan, not the Council. However the Council will ensure that the Parish Council receive a copy of these comments and McCarthy &amp; Stone documentation.</p>
4	Sport England	<p>No specific comments on the application.</p> <p>Within the Neighbourhood Development Plan there is potential to address sport and recreational facilities. Sport England outlines</p>	<p>Noted.</p> <p>It is for the Parish Council to determine the detailed scope of their Neighbourhood Development Plan, not the Council. However</p>

Appendix 4

No.	Respondent	Issue Raised / Comment	Councils' Response
		several points for consideration during the preparation of the Plan.	the Council will ensure that the Parish Council receive a copy of these comments and Sport England documentation.
5	National Farmers Union (North East)	<p>No specific comments on the application.</p> <p>Within the Neighbourhood Development Plan there is potential to adequately address the issues and opportunities of farming within the Plan area. The National Farmers Union has set out their vision and key priorities within present day farming for consideration during the preparation of the Plan.</p>	<p>Noted.</p> <p>It is for the Parish Council to determine the detailed scope of their Neighbourhood Development Plan, not the Council. However the Council will ensure that the Parish Council receive a copy of these comments for their consideration..</p>
6	Wakefield Council	<p>No objections to the proposals.</p> <p>No specific comment to make at this stage.</p>	Noted.
7	Natural England	<p>No objections to the neighbourhood plan area</p> <p>Attention is drawn to the existence of the South Pennine Moors Special Protection Area (SPA) and Special Area of Conservation (SAC) are within Silsden and Steeton-with-Eastburn Eastburn Parishes.</p> <p>The plan making body should be aware that policies which are likely to affect their interest features (alone or in combination with other plans and projects) may require assessment under the Conservation of Habitats and Species regulations 2010 (as amended). However, assessment under the habitats regulations should not be required if they deliver higher tier local plan policies, which have themselves undergone assessment.</p>	<p>Noted.</p> <p>Noted. The decision at this stage is on the appropriateness of the neighbourhood plan application.</p> <p>The strategic scale of development will be subjected to these assessments in the Local Plan – Core Strategy. The outcomes of these reports will be publically available once completed.</p> <p>Detailed local level impacts will need to be considered if appropriate and relevant to the scope and content of the Neighbourhood Development Plan. The Parish Council will need to consider this issue as part of its project planning work and in preparation of the plan.</p>
8	ID Planning on behalf of Barratt Homes & David Wilson Homes	<p>Support for the proposal for a Neighbourhood Area.</p> <p>The area is considered to be suitable for the basis of producing a Neighbourhood</p>	<p>Support noted.</p> <p>Noted.</p>

Appendix 4

No.	Respondent	Issue Raised / Comment	Councils Response
9	The Coal Authority	Development Plan and the boundary is considered to be appropriate. The Parish is outside the defined coalfield, therefore there are no specific comments.	Noted.
10	Kirklees Council	No comments.	Noted.
11	Gill Taylor	Support for the proposal for a Neighbourhood Area.	Support noted.
12	Canal & River Trust	<p>The area is considered to be suitable for the basis of producing a Neighbourhood Development Plan and the boundary is considered to be appropriate.</p> <p>Support for the proposal for a Neighbourhood Area.</p> <p>The area is considered to be suitable for the basis of producing a Neighbourhood Development Plan and the boundary is considered to be appropriate.</p> <p>Welcome the inclusion of a stretch of the Leeds and Liverpool Canal within the Plan area. The Plan could explore ways to strengthen and develop the cabals existing offer, i.e improving access along, to and from the canal on the form of new signage.</p> <p>It is noted that the Plan aims to meet local housing needs. It is recommended that future development adjacent to the canal is designed to ensure that it safeguards the structural integrity of the canal infrastructure and the safety of its users. For example, the digging of foundations near a canal embankment needs to be carefully considered in order to prevent damage and a</p>	<p>Noted.</p> <p>Support noted.</p> <p>Noted.</p> <p>Support noted.</p> <p>Noted.</p> <p>Noted. It is for the Parish Council to determine the detailed scope of their Neighbourhood Development Plan, not the Council. However the Council will ensure that the Parish Council receive a copy of these comments for their consideration.</p> <p>It is for the Parish Council to determine the detailed scope of their Neighbourhood Development Plan, not the Council. However the Council will ensure that the Parish Council receive a copy of these comments for their consideration.</p>

Appendix 4

No.	Respondent	Issue Raised / Comment	Councils Response
13	Environment Agency	<p>breach that could result in a serious flood event. New development should also be designed so as to add to the appearance of the canal corridor and not to serve to detract or harm its visual amenity.</p> <p>No comments.</p> <p>Request that the Parish Council take note of the content of the representation and refer to the submitted guidance note - 'Planning for the environment at the neighbourhood level' when considering how to develop the Plan.</p>	<p>Noted.</p> <p>Comment noted. The Council will pass these comments/documents onto the Parish Council for consideration during the preparation of their Plan.</p>
14	North Yorkshire County Council	<p>It is confirmed that there are no strategic implications for the County Council and no further comments.</p>	<p>Noted.</p>
15	English Heritage	<p>No objections.</p> <p>The area identified by the Steeton-with-Eastburn Parish and Silsden Town Councils for the Neighbourhood Plan includes a number of important designated heritage assets.</p> <p>Plan preparation offers the opportunity to harness a community's interest in the historic environment by getting them to help add to the evidence base, perhaps by creating and or reviewing a local heritage list, inputting to the preparation of conservation area appraisals and undertaking historic characterisation surveys.</p> <p>Both English Heritage and the local Council can provide support, advice and evidence on the historic environment.</p> <p>English Heritage has a statutory role in the development plan process and there is a duty on either the Local Planning Authority or the Neighbourhood Planning Forums to consult</p>	<p>Noted.</p> <p>Comment noted. The Council will pass these comments/documents onto the Parish Council for consideration during the preparation of their Plan.</p> <p>Comment noted.</p>



Appendix 4

No.	Respondent	Issue Raised / Comment	Councils Response
		<p>English Heritage on any Neighbourhood Plan where our interests are considered to be affected.</p> <p>Should a Strategic Environmental Assessment/Sustainability Appraisal be required we again have a formal role in that process.</p>	

