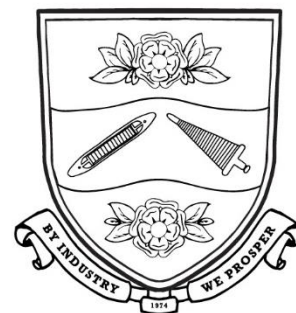


# TODMORDEN TOWN COUNCIL

Todmorden Town Hall,  
Bridge Street, Todmorden,  
OL14 5AQ  
townclerk@todmorden-tc.gov.uk  
www.todmorden-tc.gov.uk



**Item 5 – Neighbourhood Plan Advisory  
Committee 20<sup>th</sup> April 2023**

## MINUTES OF THE NEIGHBOURHOOD PLAN ADVISORY COMMITTEE MEETING Held in the Cockcroft Room, Todmorden Town Hall, Bridge Street, Todmorden, on Thursday 2<sup>nd</sup> March 2023 at 7.30 pm

**Committee Members:** Cllrs S Press, A Hollis, J Williams, L Levick  
**Officers:** Mr C Hill and Mrs S Miles – Assistant Town Clerk (Minute taker)  
**Members of the Public:** No members of the public present

2022(NP)021	<p><b><u>Item 1 Apologies for Absence – Decision Required</u></b> To receive and approve apologies for absence and reasons given to the Clerk prior to the meeting.</p> <p><i>Proposed by Cllr S Press    Seconded by Cllr A Hollis    Unanimously Approved</i></p> <p><b>RESOLVED:</b> That the apology of Cllr G Kent (due to a prior commitment) be received and his reasons for absence is accepted.</p>
2022(NP)022	<p><b><u>Item 2 Declarations of Interest – Decision Required</u></b> To receive disclosures of personal and prejudicial interests from members on matters to be considered at the meeting. Officers are required to make a formal declaration about council contracts where the employee has a financial interest.</p> <p>Note: Members must generally declare a disclosable pecuniary interest which he or she has in any item on the agenda. A Member with a disclosable pecuniary interest may not participate in any discussion of the matter at the meeting and must not participate in any vote taken on the matter at the meeting. In addition, the Council's Standing Orders require a Member with a disclosable pecuniary interest to leave the room where the meeting is held while any discussion or voting takes place.</p> <p><i>No declarations were received.</i></p>
2022(NP)023	<p><b><u>Item 3 Public Participation – Decision Required</u></b> To adjourn the meeting to allow members of the public to make representation on the business of the agenda for the meeting.</p> <p>Note: No resolutions can be under public participation</p> <p>No members of the public were present.</p>
2022(NP)024	<p><b><u>Item 4 Exclusion of Press and Public – Public Bodies (Admission to meetings Act 1960) – For Decision</u></b> To consider and confirm any agenda items that require the exclusion of the Press and Public in accordance with the Public Bodies (Admissions to Meetings) Act 1960 for matters appertaining to confidential or exempt information.</p> <p>No members of the public were present.</p>

Signature..... 9 March 2023

2022(NP)025	<p><b><u>Item 5 Minutes – Decision Required</u></b>          To approve the minutes of the Neighbourhood Plan Advisory Committee meeting held on 23<sup>rd</sup> February.</p> <p><b><i>Proposed by Cllr S Press      Seconded by Cllr A Hollis      Unanimously Approved</i></b></p> <p><b>RESOLVED:-</b> <i>That the draft minutes of the Neighbourhood Plan Advisory Committee meeting held on 23<sup>rd</sup> February 2023 be approved as a true record of proceedings.</i></p>
2022(NP)026	<p><b><u>Item 6 Review of Draft Neighbourhood Plan – Decision Required</u></b>          To review and approve sections of the Draft Neighbourhood Plan</p> <p>To review and approve sections of the Draft Neighbourhood Plan and Design Statement</p> <p>Any outstanding section that was not covered in the last meeting.</p> <p><b>Design Statement</b>          Section 5 Meeting Local Needs          Section 6 Extensions and Alterations          Section 7 Shopfronts  <b>Non – Designated Heritage Statements</b>          Sections A and B</p> <p><b><u>Design Statement</u></b></p> <p><b><u>5.1 Flood Resilient Housing</u></b>  <b>Agreed</b> – That the first paragraph should include reference to houses where the basement has been infilled with concrete.</p> <p><b>Action:</b> That the reference to BS 85500 in bullet point 2 be checked to ensure it is up to date.</p> <p><b><u>Page 44 – The Retrofit House</u></b>  <b>Action:</b> That the Project Officer check the Local Plan to see if this is already covered there.</p> <p><b><u>5.3 Designing for Dementia – Housing</u></b>  <b>Action:</b> That this section be copied to the chair of the Todmorden Dementia Friendly. The Clerk to forward the email address to the Project Officer.</p> <p><b>Action:</b> Cllr J Williams to forward the Project Officer with the details of a local Alzheimer’s group.</p> <p><b><u>Section B</u></b></p> <p><b>Agreed:</b> Item 42 on page 58 – The Shannon and Chesapeake pub be removed.  <b>Agreed:</b> Item 48 on page 65 – Horsfall St off Halifax Rd – Amend the date for the terraced cottages to the 1930’s.</p> <p><b>Action:</b> It was agreed that members should email the Project Officer if they believe any of the items in this section should be removed/amended.</p>

	<p><b>Proposed by Cllr S Press Seconded by Cllr J Williams Unanimously Approved</b></p> <p><b>RESOLVED:-</b> That the proposed amendments be accepted and actions required to be reviewed.</p>
2022(NP)027	<p><b><u>Item 7 Items to be covered in the next meeting</u></b> To review sections of the Draft Neighbourhood Plan</p> <p>Any outstanding section that was not covered in the last meeting.</p> <p><b>Non – Designated Heritage Assets</b> Sections C- L</p>
2022(NP)028	<p><b><u>Item 8 Date of the Next Neighbourhood Plan Advisory Committee Meeting – For Information</u></b></p> <p>To note the date of the next meeting of the Neighbourhood Plan Advisory Committee will be Thursday 9th March 2023 at 7.30pm.</p> <p>The meeting ended at 8.35pm.</p>