



Steeton-with-Eastburn Parish Council

Rosie Sanderson, Clerk to the Parish Council.

35 Kings Mill Lane, Settle, North Yorks, BD24 9FD. Tel: 01729 825944

clerk@steeton-with-eastburnparishcouncil.gov.uk

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

11th 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

A handwritten signature in black ink, appearing to be 'R. Sanderson', with a long horizontal line extending to the right.

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.

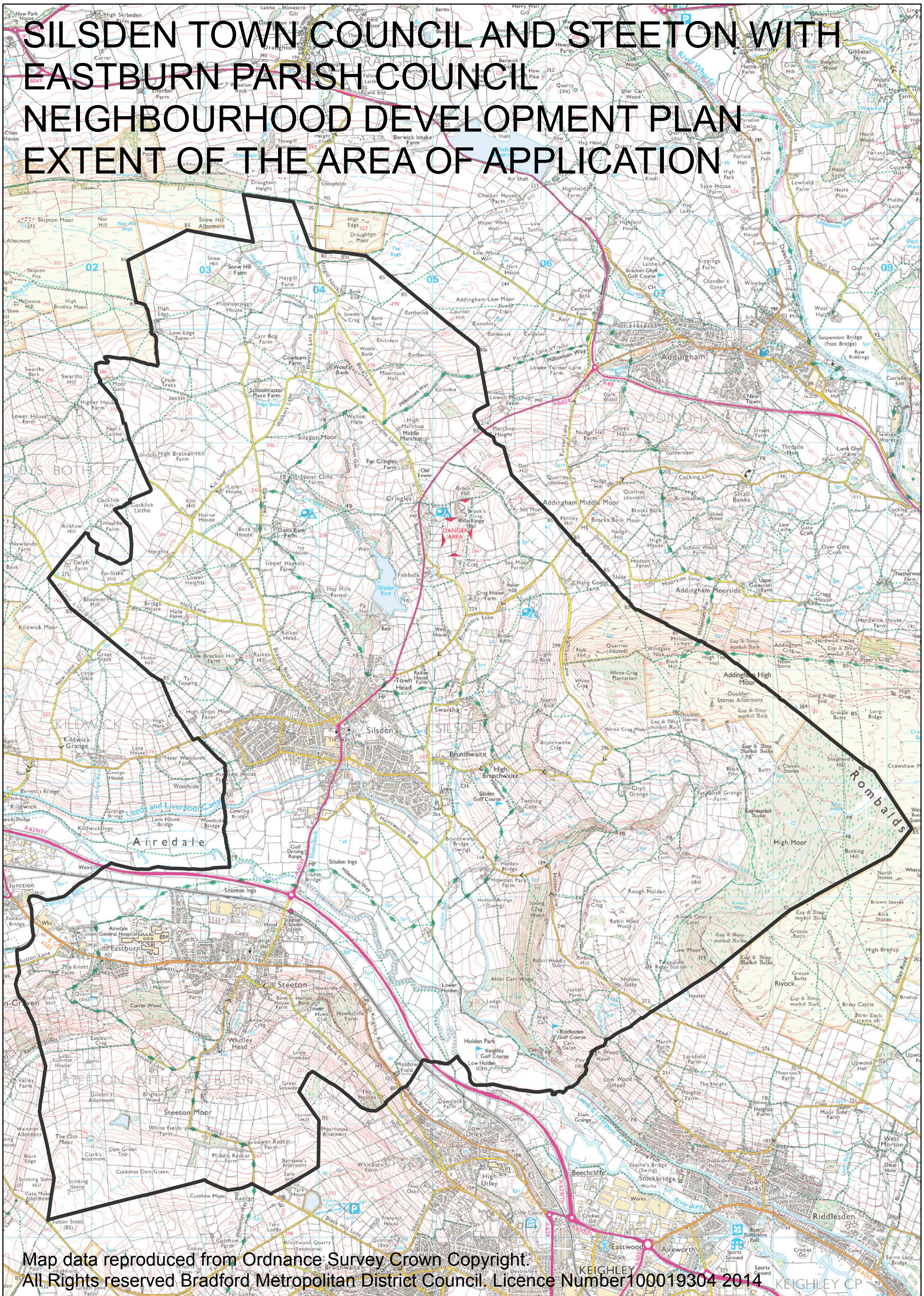
8. UTILITIES

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 STEETON 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 2nd October 2013, the Extraordinary meeting of the Council held on 15th October and the Community Hub committee held on 2nd 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 11th 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/ENFCON 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 11th 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 1st 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 1st 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. Ebden: 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 Curren 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

4th 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: 4th December 2013

**MINUTES OF THE MEETING OF SILSDEN TOWN COUNCIL
IN THE LIBRARY BUILDING
Thursday 10th 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 5TH 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 16th 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 7th 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. K. Savage

Cllr C Atkinson - Mayor
Chair of Silsden Town Council