

Boston Spa Neighbourhood Planning Advisory Group (NPAG) Meeting

Monday 23rd October at 6.30pm

Committee Room, Boston Spa Village Hall, 199 High Street, Boston Spa, LS23 6AA

Present: Cllr Gail Bowen (Chairman); Cllr Keith Blake, Keith Jackson; David Faraday; Andy Colledge

Apologies: Deborah Marshall; Cllr Penny Stables

In attendance: Tomas Johnson (LCC)

Minutes taken by Cllr Gail Bowen.

MINUTES

1.	Apologies for absence
	Apologies had been received from Deborah Marshall, Richard Harrison and Cllr Stables. Richard Harrison has resigned from the group due to work/other pressures. Richard was thanked for all the work he has done to date.
	Resolved: That the apologies be accepted and Richard's resignation be noted.
2.	To confirm the minutes from the meeting on 23rd October and note any actions delivered
	The minutes had been circulated prior to the meeting. It was noted that Keith Blake did not attend the previous meeting and instead his apologies should have been noted.
	Resolved: That the minutes be approved subject to the alteration noted above.
3	To finalise any arrangements for the public consultation on Saturday 18th November at Boston Spa village hall.
	<ul style="list-style-type: none">• The Parish Council was thanked for earmarking up to £500 of spend to support work on the plan. NPAG may apply for a government grant once it is clear what is needed.• Timescales for the production of the plan were discussed and ideally it would be completed by the end of 2024, though it was recognised that this timescale may be lengthened. It was noted we needed to be mindful of the Leeds 2040 Plan as it emerges, but that this would not prevent us completing the Neighbourhood Plan.• Discussed the generous offer of the Yorkshire Townswomen's Guild to allow us to use their event on the 4th November for a small consultation event. It was agreed that this timescale, regretfully, was too short. The YTG was thanked for their offer and Gail to pass this on to them.• Agreed it would be useful, regarding any consultation on the plan, to spread events across the village. All members of the group to keep an eye open for opportunities.

	<ul style="list-style-type: none"> • Progress on putting together the information boards and other resources for the 18th were discussed. David had circulated some draft boards, and all to contact David if they want to make any alterations or for suggested additions. • Agreed that each of us would provide a summary of feedback following the consultation event, and the summaries would be discussed at the next group meeting. • A draft leaflet to provide general information about the revision of the plan was discussed. Agreed that such would be needed early in 2024 and that the draft would be a starting point. <p>Publicity for the event was discussed, as follows:</p> <ul style="list-style-type: none"> • Cllr Bowen to contact Cllr Stables about church notices and other publicity platforms. • Agreed we needed an A5 and A4 sheet with information about the event. Cllr Bowen and Cllr Blake to draft/finalise. • All to email colleagues/contacts and friends who might be interested in the event. • Request that Cllr Heum include the consultation in the e-newsletter. • Ask Cllr Heum to contact village traders about the event. • Discussed the title of the event. General agreement for 'Even Better Boston Spa'. • Useful to explore a banner outside Costcutter. • Useful to have roadside notices. Cllrs Bowen and Blake to progress. • Agreed that we would provide tea and coffee on the day. Keith agreed to manage this. • Deadline of 6th November for the signing off of the information boards. • Agreed everyone to meet at 10.00 on the 18th in order to get ready for an 11.00 start.
4.	To consider any correspondence received.
	No correspondence had been received.
5.	To consider any urgent items or items for the next meeting.
	There were no urgent items.
8.	To confirm the date(s) of the next meetings
	Resolved: That the next meeting be held on Thursday 7 th December at 6.30 in the Village Hall.

With no further business the Chairman declared the meeting closed at 20.15