

Boston Spa Neighbourhood Planning Advisory Committee (NPAC) Meeting

Monday 7th April 2025 at 2.00pm held in
The Lantern Room, Boston Spa Village Hall, 199 High Street, Boston Spa, LS23 6AA

Present: Cllr G Bowen, Cllr P Stables, Cllr K Blake, Cllr A Watts. Keith Jackson, Deborah Marshall and Andy Colledge.

Apologies: David Faraday.

Guests: Lisa Cunningham, Leanne Cummings, Ian Stewart and Ian Kent from Leeds City Council Resilience and Emergencies Team.

There was one member of the public in attendance (Nick Randall).

DRAFT MINUTES

1.	Apologies for absence
	Apologies had been received from David Faraday.
	Resolved: That the apology and the reason for absence be accepted.
2.	Welcome: To receive an introduction from any visiting attendees
	Introductions were given by each attendee including members of the LCC Resilience and Emergencies Team. Nick Randall, a local resident, gave a brief overview of his background and experience and reasons for wishing to be involved in Resilience Planning for the village.
3.	Public Open Forum
	There were no other members of the public in attendance.
4.	To confirm the minutes from the 3rd March 2025 meeting and note any actions delivered/outstanding
	Resolved: That the minutes from the meeting held on 3 rd March 2025 be accepted as a true and accurate record.
5.	To receive a presentation from Leanne Cummings, the LCC Resilience & Emergencies Team Manager
6.	Leanne Cummings distributed two presentations, one on the Community Emergency Plan which looks at those most vulnerable in the community, key locations in the vicinity, local skilled community groups and the reasons for developing a Community Resilience Plan. The second presentation was a resource pack developed by West Yorkshire Prepared for use by residents in ensuring they are prepared for a number of emergencies. The LCC Team consists of five individuals who oversee the entirety of the District of Leeds and are on call 24 hours, 365 days. They receive notifications of any emergencies and then notify each department with LCC so they are ready for any call-outs.

	<p>They also have a public notifications system. If there is a cross-border emergency, then the West Yorkshire Resilience Forum liaise with North Yorkshire Resilience Forum to coordinate a response.</p> <p>The biggest risk in our area is the weather and the recent heavy rain meant some roads around Wetherby became flooded and unpassable very quickly when the drains became overwhelmed. The team is keen to get all Parish Councils within Leeds more involved with planning for an emergency in their area. A key element of this is identifying and allocating rest centres where the public can gather and receive food, shelter and medical care. Vulnerable people are of particular importance and need to be identified and assisted.</p> <p>Community Groups such as WiSE, Rotary and the Lions were identified as being critical in providing expertise and assistance in such situations and a system for cascading messages across the community should be put in place. The Leeds Resilience and Emergencies Team is currently in the process of putting together a public Facebook page called 'Leeds Prepared' which can be shared. It was noted that not all people use technology and that paper copies of any plan should be produced for the elderly and most vulnerable members within the community. Leanne spoke briefly about grants that are available to improve designated rest centres, such as solar panels (and battery storage) which enable the supply of electricity if there is a power outage.</p>
7.	To consider the development of a Community Resilience Plan for Boston Spa and confirm any actions
	It was proposed that the Parish Council take responsibility for the Community Resilience Plan, but that this be prepared a by subgroup of the Neighbourhood Planning Committee. Nick Randall agreed to take the lead.
	Resolved: That the Parish Council consider the ownership of the Community Resilience Plan at its next meeting on 28 th April and that Nick Randall take the lead in starting the development of the plan.
8.	To review any correspondence received
	Cllr Blake informed the Committee that LCC Planners were liaising with the shop tenants at the new Barber's Shop at 144 High Street to discuss permission for the signage as the building is listed.
9.	To consider any urgent items or items for the next meeting
	None.
10.	To confirm the date(s) of the next meeting
	Resolved. That forthcoming meetings be scheduled for Thursday 29 th May, Monday 30 th June and Thursday 24 th July all at 6.30pm at Boston Spa Village Hall.
Closure	With no further business the Chairman declared the meeting closed at 15:34

