



Neighbourhood Plan Working Group

Minutes of First Meeting, 30th March 2026

Present:

Phil Goodier	(PG)	Group Chair
David Gluck	(DG)	Consultant
Dean Culshaw	(DC)	BMPC Chair
Rupert Scales	(RS)	BMPC Councillor
James Hobson	(JH)	Resident

Declarations of Interest

JH informed the group that he is a director of a housebuilding company, but that they do not undertake projects in the local area.

Discussion Points of Note & Recommendations

- The budget for the NP process for 2026/2027 is £4,500 raised via the precept, plus £1,910 kindly donated by BMAG – the £4,500 will (approximately) recur if the precept remains at the current level and other PC spending is controlled.
- A further £4,500 should be available if needed from CIL monies.
- The community are not averse to supporting fundraising, but this is not needed at present.
- Further money may be available from Cllr. Brown's local fund – we should request this when we have a specific funding requirement (for example, the drainage / flooding survey referred to later).
- The group discussed the sub-groups which will be formed to work on specific areas of the plan – see below.
- We need to populate the sub-groups with volunteers and appoint leaders – the primary route will be to contact previous individuals who have said they will volunteer but we will also use the Parish Meeting in May to identify new volunteers.
- An alignment session will be run for volunteers which David will facilitate – the idea is to get the groups up and running and forming their own way of working / priorities. We will aim to hold this shortly after the May Parish meeting.
- We would like to commission a flood risk and sewerage capacity assessment to try to get “ahead of the game” even for planning applications which may come shortly. The group believe that this is fundamental information for the NP and we should go out for tender for this work ASAP – and start it before the above meetings, subject to approval.
- We have agreed that the boundary of the NP is the same as the Parish boundary.
- The Clerk has notified NYCC of our intention to prepare a NP and (informally) we are aware that James Campbell has been appointed to support us as a Council Planner.
- **Our next meeting will be Thursday 30th April in the Village Hall.**

Sub-Groups Proposal to be put to the PC for Approval

	Name	Focus Area
	Working (Steering) Group	<ul style="list-style-type: none"> • Project steering / management • Coordination and Prioritisation • Budget Management
1.	Communications	<ul style="list-style-type: none"> • Resident Communications & Engagement • Resident Surveys
2.	Housing Provision & Affordability	<ul style="list-style-type: none"> • What housing development will we tolerate? • What types of housing do we want to see built? • How much of the required NYCC growth need can we accommodate and why? • Affordability • Infill / edge of settlement development • Protecting the Village shape, structure and boundaries
3.	Heritage & Local Character	<ul style="list-style-type: none"> • Listed buildings • Conservation Area • Building design and appearance • Non-designated Heritage Assets • Farmsteads, barns, historic plot patterns
4.	Flooding and Utilities Capacity	<ul style="list-style-type: none"> • Flood risk / mitigation • Sewerage and drainage capacity • Overtopping into the River Ure • Broadband
5.	Transport and access	<ul style="list-style-type: none"> • Roads, traffic, capacity • Transport – public and private • Walking and cycling • Public rights of way / footpaths • Safety
6.	Environment, Landscape & Water	<ul style="list-style-type: none"> • Parks • Footpaths • Agriculture • Natural Environment / biodiversity / buffer • Village Beck • Views
7.	Community Facilities & Local Economy	<ul style="list-style-type: none"> • Schools • Tourism • Shops • Pub • Village Hall • Churches

Decisions to be Requested for Approval from the Parish Council (April 23rd)

1. Approve Sub-Group structure
2. Approve the recommendation to go out to tender for a drainage / sewerage survey
3. Approve the Vision 2040 document
4. Note the plan to communicate at the Parish Meeting (approval not required)
5. Approve the plan to populate the sub-groups

Actions

#	Action	Who	When	Status
1.1	Prepare agenda paper for the Parish Council meeting requesting approval of the decision points above	PG	April 16 th	
1.2	Future meetings to be held in a public venue (village hall) and agenda to be published on website in advance. Public attendance is welcome.	PG / Steve Oliver		
1.3	Approach Colin Philpott about leading the Communications Sub-Group	PG	March 25 th	In hand
1.4	Provide a communications update to the Village on the NP at the Village Meeting on May 28 th	All	May 28 th	
1.5	Provide a list of consultants to approach about a Flood Risk and Sewerage Capacity Assessment	JH	April 10 th	
1.6	Draft a Request for Quotation / Project Scope for the above work	PG	April 17 th	
1.7	Approve 1.5 / 1.6 and go out to tender	Parish Council	April 23 rd	
1.8	Provide a blueprint / visual representation for our journey to complete the NP	DG	April 17 th	
1.9	Use the Parish Council Website as our primary communications channel, supported by Facebook	Steve Oliver	In hand	
1.10	Invite James Campbell to meet us and to the Parish Meeting	Sue Reid	April 23 rd	
1.11	Team members to draft a “Vision 2040 for Bishop Monkton” statement and send individually (no cc!) to DG who will draft a consolidate version for consideration by the PC.	All DG	April 14 th April 17 th	
1.12	A paper communications route will be set up for the digitally excluded	PG / Comms Lead	TBC	

P Goodier

31st March 2026. Updated 8th April 2026 following feedback.