

## **SOWERBY BRIDGE DEVELOPMENT BOARD MEETING**

Tuesday 14<sup>th</sup> June 2022

Via MS Teams

### **MINUTES**

#### **Present:**

- Cllr Audrey Smith (Chair)
- Cllr Adam Wilkinson
- Cllr Dot Foster
- Gareth Baigent
- Phil Hawdon
- Sam Irvine

#### **In attendance:**

- Bev Kerr (Purcells)

#### **CMBC Officers:**

- Kate McNicholas
- Richard Seaman
- Lauren Brundell
- Janice Dawson
- Kate Peach
- Sarah Richardson

#### **Apologies:**

- Cllr Sarah Courtney
- Sarah Fanthorpe

## **1. Welcome and Apologies**

All welcomed to the meeting, apologies noted as listed above.

## **2. Declarations of Interest**

KM reminded the group of the importance of completing Declaration of Interest forms as part of the Board's good governance and transparency. If forms are not received in advance of the next Board Meeting, then appropriate action may need to be reviewed by the Chair. Elected Members are not required to complete the form. If any Board members have any queries, please contact Kate McNicholas.

**Action:** KM to re-circulate the form.

**Action:** Board Members to complete and return the form.

No declarations of interest were made.

## **3. Minutes of the Last Meeting held on 12<sup>th</sup> April 2022**

The minutes of the last meeting were agreed as a true record. It was noted that 12<sup>th</sup> April meeting was not quorate.

The actions around Terms of Reference and recruitment to the Board were subsequently picked up under Any Other Business.

### **HAZ Programme**

KM provided an update on the HAZ Programme, as per the report circulated. She noted the progress made with the two major capital projects: Fire and Water and the Old Town Hall. The importance of aligning road closure plans for the delivery of the Public Realm Project with any road closures necessary for CIP delivery was noted.

The Community Engagement Project is also progressing, with recruitment to the Cultural Co-Ordinator post planned. Plans for communication that make best use of Council capacity and connect with the Cultural Programme are being progressed, in the context of limited resources in this financial year.

## **4. CIP Programme Update**

RS provided a verbal update.

Pre-demolition, Asbestos Surveys and the removal of the solar panels is currently being progressed on the market site.

The West Street Scheme is being redesigned following concerns around heavy goods vehicles. Traffic Regulation Orders will be advertised on completion of this redesign, and further amendments will be incorporated following that consultation.

Work on Tuel Lane will commence shortly after BT have carried out necessary diversions. It was confirmed the zebra crossing will not be removed and the double-crossing arrangement will be subject to review at a later date.

The cycle lane to Pye Nest and Rochdale Road forms part of the TRO that will be advertised. After informal consultation it is still the intention to progress with cycle lane provision.

Concern was expressed about the extent of the informal consultation and the fact that Elected Members heard resident dissatisfaction regarding the proposals during election campaigning. Resident concerns centred around the impact to on-street parking, the displacement of parking and safe exit from residential drives.

While supportive of cycling provision across Calderdale concern was expressed regarding the proposals to date, with a white line rather than segregated provision not seen as of a sufficient standard to encourage people to cycle.

The need to ensure appropriate consultation was highlighted.

The Board **resolved** that in the work to date they do not see the views of residents or local Elected Members as having been sufficiently considered. Furthermore, they suggest that the cycle lane offered is not fit for purpose and expressed a preference for one good cycle lane on one side of the road.

**Action:** RS to clarify what informal consultation has taken place to date.

## 5. Conservation Area Appraisal and Shopfront Design Guide

KP introduced the item and BK from Purcells, who are the retained Conservation Architect for the HAZ.

A Conservation Area Appraisal addresses the question, what makes the area special and worthy of designation? Conservation Areas are a planning tool focused on a place and what makes it up: buildings, green areas, waterways etc, rather than specific groups of buildings. The appraisal should be of interest to residents and is a useful tool for commercial developers and residents who may wish to extend their homes. It provides a guide for the development that is considered appropriate and ensures we can protect and enhance our heritage.

BK presented the Conservation Area Appraisal interactive document, outlining the work that has informed it including survey work, separation into character areas, and identification of positive, neutral and detracting features.

BK also presented information on proposed extensions and exclusions to the current Conservation Area. This work was well received.

As part of this internal consultation stage, comments from the Town Board are welcomed. This will inform the next stage of work on a revised draft to share for public consultation.

Regarding concerns about potential proposed developments, RS confirmed that a Conservation Area is of significant legal impact in determining planning applications.

Regarding the scope to protect heritage assets within the Town Board area, but outside the Conservation Area, RS clarified that without inclusion in a Conservation Area or listed status there is limited Council capacity. Work on heritage at work tends to focus on the highest graded listed buildings and the Conservation Areas on the Historic England At Risk Register. KP confirmed there is also a West Yorkshire wide project to prepare local lists of undesignated heritage assets, which whilst not a formal listing does ensure buildings are recognised as being of historical or architectural value. BK flagged the Historic England funded project which is encouraging people to add to that list.

**Action:** KP to circulate details to the Town Board

## **6. Working Groups Update by exception**

KM gave an update on work around options for outdoor café provision, of a type that is suitable for Sowerby Bridge visitors and residents alike. She reminded the Board that the headline costs identified for the conversion of the toilet block were significantly more than the resources at the Board's disposal. In this context the potential for a temporary or mobile provision within the public realm that will replace the market has been considered, and there is scope to include it there, with temporary cover. With the public realm work due for completion in summer 2023, there is the opportunity for the Board to consider pump priming such provision, informed by information that could be gathered on how the customers of the previous café provision are using (or not using) other hospitality businesses in the local area.

AS reminded the Board that they were committed to trying to replace the café, and the Board expressed a preference for a permanent structure. The rationale behind the high costs for the toilet conversion was questioned and it was suggested that there should be the opportunity to discuss alternative, cheaper design options.

Concern was expressed about the length of time addressing this issue has taken, and that officers of the Council had not brought forward any positive options.

**Action:** KM to seek a breakdown of the costings to date and convene a discussion on alternative design options with the Working Group and the Council.

KM flagged that understanding the extent of ongoing demand for café provision of this type will be important, given the potential that customers may have been displaced to other businesses. She reminded the Board that the issue of ownership will need to be addressed if the Board does seek to develop the toilet block.

**Action:** LB to share information on the impact on parking provision for the demolition and construction phases of the project with local businesses.

### **Town Square**

PH updated that they are still looking for transport for the lock gates and is waiting for the structural engineer to return with a solution for the foundations. That will be followed by trial holes on site and the tendering of the erection of the gates.

AS confirmed that with limited resources, the animation of the market area should be the focus of the Town Board.

### **Environment, Floods, Heritage**

Gareth gave an update on activity associated with Wainhouse Tower.

## **7. Budget Update**

KM presented the latest information on the Ambitions for Towns budget allocated to Sowerby Bridge Town Board.

**Action:** KM to correct the report to read Wainhouse Tower Model

## **8. UK Shared Prosperity Fund Update**

KM presented information on the West Yorkshire allocation of UKSPF and the work being developed in Calderdale to maximise the impact of the available resources.

AS confirmed that she was concerned that people who live in smaller areas of deprivation will not be supported and expressed the view that Sowerby Bridge had not received significant investment to date.

**Action:** KM to share the slides presented.

## **9. Format of Future Meetings**

The Board agreed that the next meeting will be virtual, and the one after that will be held in person.

## **10. Any Other Urgent Business**

RS reminded the Board that the Terms of Reference have been revised. AS confirmed she was content with the revisions and asked officers to proceed with support for Board recruitment.

**Action:** RS/KM to progress Board recruitment in conjunction with AS and other Board Members.

## **11. Date of Next Meeting**

- **Virtual:** 6.00-8.00pm Tuesday 9<sup>th</sup> August.
- **Face to Face:** 6.00-8.00pm Tuesday 11<sup>th</sup> October, venue to be confirmed.