



Tockwith with Wilstrop Parish Council

North Yorkshire

www.tockwith.gov.uk

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Draft Minutes of the Neighbourhood Development Plan Committee Meeting of Tockwith with Wilstrop Parish Council (TWWPC) held at 7.00pm on Monday 20 April 2026 at Tockwith Village Hall, 1 Marston Road, Tockwith, YO26 7PR.

To be approved at the Neighbourhood Development Plan Committee Meeting.

Present: Cllr Stuart McHenery, Cllr Arnold Warneken, Cllr Simon Blake, Cllr Alex Marsh

Apologies: None.

Guests: Sue Corbett, Chris Everson from Tockwith Together. Jamie Wilde from Design Yorkshire.

In attendance: Fiona Vicary, Clerk to the Parish Council.

No members of the public were present at the meeting

DRAFT MINUTES

1. To elect a Chairman

- i) To elect a Chairman

RESOLVED: Cllr McHenery be elected as Chairman.

- ii) Chairman to sign Declaration of Acceptance of Office

Declaration of Acceptance of Office signed by Chairman.

2. Apologies

- i) To note any apologies received

Apologies had been received from Cllr Cumming and Cllr Cunningham.

- ii) To approve any reasons for absence submitted for consideration

RESOLVED: That the reasons for absence submitted by Cllr Cumming and Cllr Cunningham be accepted.

3. To Note any Declarations of Interest

- i) To note declarations of interests not already declared under members Code of Conduct or members register of Disclosable Pecuniary Interests (DPI) in the business to be transacted at this meeting

Cllr Warneken and Cllr Marsh declared an interest in land submitted to the call for sites by NYC.

ii) To approve any dispensation requests received

None received.

4. **Public Open Forum**

No members of the public were present at the meeting.

5. **To appoint members to the Neighbourhood Development Plan Committee**

RESOLVED: To appoint Sue Corbett and Chris Everson as members of the Neighbourhood Development Plan Committee.

6. **To consider the Terms of Reference for recommendation to full Council**

The Terms of Reference were discussed and amended. **RESOLVED:** To recommend the amended Terms of Reference for approval at the next full Council meeting.

7. **To note the Designated Area**

It was noted that the combined parishes of Tockwith, Cowthorpe and Wilstrop have been designated as a Neighbourhood Area.

It was noted that although Cllr McHenery is the Parish Council's representative for Wilstrop, effort should be made to ensure the residents of Wilstrop are aware of the NDP.

8. **To consider the Community Engagement Day, including dates, times and responsibilities.**

RESOLVED: That there will be two Community Engagement Days, Friday 19th June 2026 3:00-7:00pm and Saturday 11th July 2026 10:30am-3:00pm. Both events will be held in the Garden Room at Tockwith Village Hall.

RESOLVED: To recommend to full Council that an initial budget of £1000 is set to help with the costs of running the Community Engagement Days.

The following points were agreed:

- The aim of the Community Engagement Days is to learn about Tockwith, Cowthorpe and Wilstrop, how people feel about the parishes and potential development in the future. We are looking to build an evidence base to support the visions, aims, policies and themes of the NDP.
- Clerk to contact NYC to ask for a map of the parish in the scale of 1:10000 and 1:25000.
- Jamie will arrange for two-three copies of the map to be printed in A1 layout.
- Jamie will draft a survey which will be printed and delivered to all households. The NDP Committee will obtain three quotes for printing and/or delivering. An online version will also be available. This will be available for approximately four weeks, with the Community Engagement Days being held roughly in the middle of this period.

- Jamie will design a poster to advertise the Community Engagement Days. The poster will be printed by the NDP Committee and also be shared on the Parish Council's Facebook and website.
- Three or four volunteers are required to help capture members of the public's views each day.
- Jamie will provide a prompt sheet to help with discussion points.
- The NDP Committee will gather a list of all the community groups/clubs etc who may have an interest in the NDP. This includes those that live/work/use community facilities.

The next meeting of the Neighbourhood Development Plan Committee will be held on Monday 1st June at 7:00pm at Tockwith Village Hall.

The Chairman closed the meeting at 20:05