



## **Trawden Forest Neighbourhood Plan**

### **Steering Group Meeting Minutes– 17<sup>th</sup> June 2026**

Members present: Cllr Adrian Foulkes, Cllr Barry Hodgson, Clerk Adele Smith, Joanne Webber – Trawden Wildlife Group, Barbara Savage - Trawden Wildlife Group

Apologies – Chris Wilding

1. Progress Report and any requests for Information from O'Neill Homer  
It was reported to the group that the Draft Plan Policies went to Pendle Borough Council on 10<sup>th</sup> June for screening.
2. Progress Report for TPC  
Website - The website has been updated with a new page specifically for the Neighbourhood Plan review which includes some information regarding 'What is a NHP', the benefits of a NHP and the Call For Sites letter. This page will be updated regularly with new information.  
Garden Festival Public Consultation – Adrian has drafted a google form for the consultation and Adele will transfer this onto a word document so there will be paper copies available. We need to ensure that any sites put forward for consideration are included in the maps for residents to see. Barry will supply the display boards. Adele to send a copy of the questionnaire to Joanne and Barbara so that they can consider any additional questions that they would like to add. They will send their group logo to Adele for inclusion on the questionnaire and any thing related on the website. Adele to email Councillors requesting their availability for covering the Garden Festival, in 2hr sessions for both days.  
Report on the meeting that has taken place with Pendle Borough Council's Planning Dept. – this was a very positive meeting with Pendle Council being on-board with our Plan review. We will continue to keep channels of communication open, and the draft policies have already been sent to them for screening.
3. Character Area Map Discussion  
Adrian and Eleanor Jolley to look at the Wycoller maps and although the area is already well protected, it does need inclusion in the Plan.  
All Character Area Maps will have a drill down for all components that make up the maps, ie heritage assets, important views, allocated sites etc.
4. Conservation Area Discussion  
The £5,000 has been allocated from the Colne and District Committee for the review and re-write of the Conservation Area appraisal. Pendle Borough Council are arranging a meeting with Growth Lancashire so that they can understand what the Parish Council require from this review.
5. Call for Sites  
Adele has written to all those who were on the list supplied and asked that they respond by **NHP2026/9**

24<sup>th</sup> June 2026 stating whether they still would like their parcel of land to be considered. The letter has been posted on the Council's website, several social media outlets and notice boards so that anyone who has land has the opportunity to put it forward. Adele will continue to post reminders about this.

All responses are being directed to the NHP mailbox and the call for sites document will be updated with all responses received. Once the closing date has passed, all information will be submitted to O'Neill Homer for consideration. Neither the Parish Council nor the Steering Committee are reviewing these submissions.

#### 5.1 Manage the Character of Development

The land to the side of Harambee Surgery was queried. The Parish Council have been maintaining this land for approximately 17 years so will ask the Parish Council whether this should be registered to them.

#### 6. Any Other Business

Future meeting dates. ONH have requested dates for meetings for the future. The proposed dates are: 15<sup>th</sup> July, 12<sup>th</sup> August, 16<sup>th</sup> September, 14<sup>th</sup> October, 18<sup>th</sup> November, 9<sup>th</sup> December, 13<sup>th</sup> January 2027.

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