

**BBEST (Broomhill, Broomfield, Endcliffe, Summerfield and Tapton)  
Neighbourhood Planning Forum**

**Annual General Meeting Saturday 11<sup>th</sup> October 2014**

**Minutes**

1. Attendance
  - a. 30 people attended the AGM
2. Apologies for absence
  - a. 4 members sent apologies.
3. Introduction by the Chair
  - a. The Chair welcomed members and friends to the second AGM of the BBEST Neighbourhood Planning Forum.
  - b. The Chair noted that the timescale for delivery of the Plan is as follows:
    - i. 2015 – Evidence gathering and engagement
    - ii. 2015 – Drafts of key areas of the Plan document
    - iii. 2016 – Preparation of the full Plan document
    - iv. 2016 – Final version and referendum of local residents
4. Minutes of the previous meeting held on 10<sup>th</sup> December 2013
  - a. The minutes were agreed.
  - b. The Chair noted that around 1000 Planning Forums have been formed throughout the country.
  - c. The Exeter St James Neighbourhood Plan, discussed at the previous meeting, has moved into the monitoring stage. It is having some impact, for example a developer improved the scale of a building on a local open space in line with the Neighbourhood Plan Policy.
  - d. There had been various delays to Council recognition of the BBEST Forum. The recommendation for acceptance will go to Cabinet in January 2015.
5. Annual Report
  - a. The Chair noted that £338.58 had been spent on general items such as room bookings and the website. The remainder of the £7000 grant must be spent by the end of December 2014, and this would be very likely to occur. Members were asked to consider donations to BBEST to cover future running expenses.
  - b. A paper will be presented to the Steering Group on 28<sup>th</sup> October noting that the focus for moving forward the work of the forum will switch to the Working Groups (Active Travel, Green and Open spaces, Central Retail District, Sustainable and Balanced Community, Architecture and Conservation). Steering Group will meet 4 times each year to monitor progress, and act as a Co-ordinating Group for the Forum's work. Other meetings would each cover a topic relevant to one of the Working Groups.

- c. In reply to a question about the appropriateness of a Councillor being a member of the Steering Group, the Chair noted that not only is it appropriate, but involvement of local councillors is required by the Localism Act. BBEST has benefitted greatly from the involvement of Councillors.
  - d. In reply to a question about BBEST's role in the University of Sheffield Estates Master Plan the Chair noted that BBEST is actively engaged with the University in discussions, and that the next Steering Group/Coordinating Group meeting will focus on this and will be attended by a number of senior members of the University.
6. Elections to the Steering Group
- a. The following nominations were received for the Steering Group (of up to 12 members), and the following were elected:  
  
Pete Marsh  
Anne Daw  
Chris Topliss  
Kath O'Donovan  
Laure Astill  
Jayne Brayley  
Bernard Donnelly  
Emily Pieters  
Brian Webster  
Alan Wellings
  
  - b. Former University of Sheffield Union of Students President Ally Buckle will continue, initially, to represent the student body, liaising with the new Officers.
7. Any other business
- a. There was no other business.