

NOTES OF MEETING

DATE: 29th January 2009

VENUE: The Guildhall Room 3

TIME: 4:30pm

ATTENDEES: See attached list

1. Welcome and Purpose
 - a. Katherine Atkinson, as Chair, welcomed everyone to the meeting and thanked them for giving up their time. Katherine confirmed the purpose, being for the local community and representatives of groups of interested parties to have their input into the redevelopment plans for The Chocolate Works site (Former Terry's factory).
2. Introductions and Apologies
 - a. Everyone introduced themselves. Apologies were received from Alison Sinclair, Glynn Drummond and Janine Riley.
3. Update on Current position
 - a. Derek Gauld updated the meeting on the progress to date, summarised as,
 - i. CYC Development brief adopted in June 2006
 - ii. Planning refused in August 2008
 - iii. CYC proposed amendments to the development brief issued for consultation Jan 2009
 - iv. Amended development brief likely to go to committee in March 2009
 - v. CYC and GHT Developments meeting regularly at present to progress a revised application for the site.
 - b. Andy Rollinson of Turley Associates (GHT Developments advisors on planning and urban design) provided an update on progress.
 - i. Brief from GHT Developments was to start with a blank canvas, no trying to justify or protect the previous scheme.
 - ii. Workshop had been held with community representatives on 29th November 2008 and feedback from this had been used alongside Turley's own work to produce an urban analysis and design principles
 - iii. Public exhibition to be held very shortly to share this information – noting it is not a Masterplan.
 - iv. Likely timescale for application, submission in May 2009, noting that the quality of the application will be the driver for this, not the date..
4. Group Composition
 - a. Group structure – as per the agenda notes, confirmed as appropriate. Janet Hopton confirmed as the Chair.



CHOCOLATE WORKS

- b. Feedback to community – noted as via the “keep informed” database and via notice boards in the community, updates at Ward Committee meetings and www.thechocolateworks.net
 - c. Relationship with wider community – attendees were encouraged to share information with and to seek views from friends / neighbours and other interested parties and bring their feedback to this forum. Public exhibitions would supplement this at key stages.
 - d. Frequency, etc of future meetings
 - i. Agreed Thursdays at 4:30 pm was the most suitable for the majority.
ACTION - KA TO CHECK WITH THOSE WHO WERE NOT HERE TODAY.
 - ii. Next Meeting dates 12th Feb, 26th Feb and 12th March, then reviewed again.
 - iii. Venue to be St Chad’s church hall or church or Knavesmire primary school, with a fall back option of The Chocolate Works. **ACTION – ST CHADS VENUE AND SCHOOL VENUE AVAILABILITY TO BE CONFIRMED – KATHERINE ATKINSON**
 - e. Minutes / Papers – Grantside to support the meeting with minute taking. Papers for meetings to be circulated in advance so that people could prepare. Agenda’s to be prepared by Katherine Atkinson, so all matters for inclusion to be forwarded at least 1 week in advance to Katherine.
5. Terms of Reference – Agreed as per the items contained on the agenda.
6. Forward plan of meetings
- a. Dates as noted above
 - b. Agenda – next meeting to focus on the urban analysis and the developing options to inform a Masterplan.
 - c. Future meetings – essential to have traffic and highways personnel at an early meeting to confirm the process and progress
 - d. Future topics to also include
 - i. Parking for the Church
 - ii. Mix of Uses/ Employment
 - iii. Public Transport/ traffic/ highways
 - iv. Cycle paths
 - v. Arrangement of uses on site
 - vi. Building design and heights
 - vii. Community access to facilities
 - viii. Boundary treatment and landscape
7. AoB
- a. Request was made to get travel information from Dickinson Dees regarding how their staff travelled etc, to inform travel planning, but noting that such a small number may not give a representative sample. **ACTION, PETER CALLAGHAN TO REQUEST THIS INFORMATION FROM DICKINSON DEES**



CHOCOLATE WORKS

NAME	INTEREST
Janet Hopton	Independent Chair
Andy Chase	Micklegate Planning Panel
David Meek	St Chad's Church Warden & Church Hall Rep
Adam Cooper (Deputy Head)	Knavesmire Primary School
Cristina Rivas Graver*	Resident & rep 214-260 Bishopthorpe Road
Anne Cox	Church PCC/ Church Hall/ LEA Governors KPSchool
Linda Hall	Albemarle Road
Neil Hulse	York Evangelical Church student/ pastoral worker
Brian Mellors	Bishopthorpe Parish Council
Ann Gray	Dringhouses and Woodthorpe Planning Panel
Richard Flanagan	York & North Yorkshire Chamber of Commerce
Andrew Lindsay	Denison Till Solicitors (large employers within city)
Tony Lee	York Racecourse
Andy Rollinson/ Eamonn Keogh	Turley Associates Planning Consultants
Peter Callaghan Grantside	Development Director Grantside Limited
Derek Gauld	CYC City Development
Richard Beal	CYC Development Control
Katherine Atkinson	CYC Community Planning
Michael Slater	CYC Assistant Director
APOLOGIES	
Alison Sinclair	York Open Planning Forum/ Conservation area Advisory Panel
Janine Riley	CYC Conservation Architect
Glynn Drummond	Bishopthorpe Ward