

Carlton Parish Council

Notes for the meeting of the Neighbourhood Development Plan (NDP) Working Group to be held on 13th January 2026 at 7.30pm, at Carlton Methodist Church.

Present: Cllrs Palmer, Kibble, Lowes, Quinn, and Taylor.

In attendance: H. Phillips – clerk, D. Gluck – Consultant, and three members of the public, (a contingency from Carlton Towers Estate).

Introductions of the members to the new attendees were carried out at the outset of this meeting.

19. Apologies for Absence

All members were present.

20. Declaration of Interest

No disclosures of personal and pecuniary interests were received Group members on matters to be considered at the meeting.

21. Notes from the meeting held on 24th September 2025.

Approved notes from the meeting held on 24th September 2025 were acknowledged.

22. Consultation/ Survey

The Group considered the content and composition of the Public Consultation Survey on the Policy Intentions Document, (PID) prior to presentation to the Parish Council.

D. Gluck explained the process of the Plan and PID, which is loosely as follows:

Approved PID > Pre-submission draft > Issue to planning inspector (to be assessed and ensure the followed process is correct and legal) > Referendum.

It was noted that the Plan applies only to the area within its recognised boundaries, and not areas external to it.

D. Gluck then worked through the document page by page with the Group, with a number of ensuing discussions and noted suggestions for amendments to the wording of its Objectives and Policy intention, as follows:

- Introduction - note of a possible amendment relating to Carlton Holy Family School and its potential new permutation > this would be considered at a later date when facts were set and confirmed.
- Introduction - note of inclusion of the three churches within Carlton, (and whether they are listed buildings)
- Greenspace – note to discuss/ amend/ add new Public Rights of Way.
- Item GNE4 – relates to a ‘strategic green gap’ – to maintain a ‘corridor’ between Parishes to maintain separation, i.e. not create linked/ joined Parishes. > this would need a future discussion with the NYC Planning Dept.
- Heritage
 - Item HC1 – what assets are there, and what should be included in the Plan/ PID.
 - Item HC3 – Carlton Towers Estate – consider amending the initial wording to show that development within the Estate’s land/ boundaries would and should be sympathetic to, and in support and enhancement

of the Community > some comment received prior to the meeting from the Estate personnel is to be considered later in the Plan/ PID progression but is noted.

- Community Facilities – Item CF3 – ‘creating a heart for Carlton’, it was agreed that this topic and the ideas to facilitate it should come from the Community, through further consultation.

M. Bright, attending, mentioned the thoughts on inclusion of sustainability and sustainably sourced materials when considering new dwelling development/s > this was noted but would be discussed as part of the Planning Policy later within the NDP process.

- Business and Commerce – Item BC2 – noted to include policy the ensure existing businesses and commerce is supported where possible so that the Parish does not lose this facility which could/ would provide employment to locals among other advantages.

M. Bright mentioned thoughts of consideration to sustainable cities and communities, in relation to wider/ global goals, and also looking to support new developments by using and giving attention to the most up-to-date trends in construction, and using national data to enhance the provision with knowledge of ‘what the people want’. > these comments are noted and will be considered at a later stage to be included in the Plan/ PID.

After the run-through and discussion it was agreed by all that the draft PID can be presented to the Parish Council for approval, in order to move to the next step on Public consultation.

Resolved: That the suggestions and amendments raised will be actioned and the draft PID updated accordingly by D. Gluck, and forwarded to the clerk for presentation at the Parish Council meeting schedule for 27th January 2026.

Recommendation to Council: That the draft PID be considered for approval for publication and inclusion in the further process of Public consultation.

23. Action Plan

The updated NDPWG action plan and timeline was received by the Group.

24. Photographic Views of Carlton

Cllr Quinn updated the Group on the progress of gathering photographic matter to be included in the Carlton NDP document. No further material has been received, but this will be pushed additionally and reported on again at the next meeting. M. Gunter from Carlton Towers Estate is to provide a selection of photographs that can be used on the project if desired.

Resolved: That

- Cllr Quinn’s update be noted; and**
- M. Gunter to forward to the clerk a selection of photographs from the Carlton Towers Estate collection, for use if desired.**

25. Date & Time of Next Meeting – 12th February 2026 at 7:30pm.