

York Minster Precinct Neighbourhood Forum Re-Designation Application

This application is intended for the re-designation of the York Minster Precinct Neighbourhood Forum and is Section 61F of the Town and Country Planning Act 1990 and in accordance with Part 3 (8) of the Neighbourhood Planning (General) Regulations 2012 (as amended).

A forum designation lasts for 5 years. The York Minster Precinct Neighbourhood Forum was designated on 14th March 2019 and as such the designation of the forum has now expired. Following the 2024 AGM, the Forum is applying to be re-designated so that it can continue to support the implementation of the Neighbourhood Plan (adopted on 16th June 2022), in particular given the significance of the Plan as the first of its kind in England.

- a) **Name of the designated Neighbourhood Area**
 - York Minster Precinct Neighbourhood Area (as designated by York City Council on 14th March 2019).

- b) **Name of the proposed/designated Neighbourhood Forum**
 - York Minster Precinct Neighbourhood Forum

- c) **A copy of the written constitution of the Neighbourhood Forum**
 - York Minster Precinct Neighbourhood Forum written constitution can be found in Appendix 1.
 - In preparation for the application to re-designate the Forum and following the adoption of the Neighbourhood Plan in 2022, the constitution was updated and approved by the Forum AGM on 19th February 2024.
 - The membership of the Forum and therefore those eligible to vote at the AGM, was refreshed in November 2023 as [recommended](#). There are currently 41 members; this includes our current Ward Councillors and 23 residents, with the remaining members drawn from the staff of York Minster and other businesses in the area (York Glaziers Trust, Dean's Court Hotel, St Michael le Belfrey, York Oratory).

- d) **The name of the neighbourhood area to which the application relates and a map which identifies the area**
 - Map of the York Minster Precinct Neighbourhood Area can be found in Appendix 2.

- e) **Contact details of at least one member of the proposed neighbourhood forum to be made public under regulations 9 and 10**

Mark Calvert, Chair York Minster Precinct Neighbourhood Forum,

Alex McCallion, Director of Works & Precinct, Chapter of York, 8 – 9 Minster Yard, York, YO1 7HH,
alexm@yorkminster.org

f) **Statement explaining how the proposed neighbourhood forum meets the conditions contained in Section 61F(5) of the 1990 Act.**

This section provides the opportunity to set out the purpose, aims and ambitions of the neighbourhood forum and to demonstrate how its membership is representative of the local community.

In order for the City Council to designate/re-designate a neighbourhood forum to act on behalf of a neighbourhood area, it needs to be satisfied that the following conditions contained in section 61F (5) of Schedule 9 of the Town and Country Planning Act 1990 (as amended by the Localism Act) are met:

- A) it is established for the express purpose of promoting or improving the social, economic and environmental well-being of the neighbourhood area concerned (whether or not it is also established for the express purpose of promoting the carrying on of trades, professions or other businesses in such an area)*
- B) Membership is open to and includes a minimum of 21 individuals each of whom: - live in the neighbourhood area; - work in the neighbourhood area; - carry out business in the neighbourhood area (for example, represent the area as a local councillor or as a Member of Parliament).*
- C) it has a written constitution (as detailed in Section 2)*

Purpose, aims and ambitions of the neighbourhood forum:

In this section, please set out the aims and ambitions of the proposed neighbourhood forum and also describe the following:

- A) The work and activities of the forum over the last five years*
- B) Any engagement work that has taken place*
- C) Any responses to consultations*
- D) Any general work that might have contributed towards the neighbourhood plan*

Purpose, aims and ambitions of the neighbourhood forum

The primary purpose of the neighbourhood forum when it was first set up was to oversee the development and adoption of the York Minster Precinct Neighbourhood Plan. As already noted, the Plan was adopted in June 2022 (see CYC decision notice: <https://yorkminster.org/about-us/master-planning/>), at which point the Forum's attention turned to overseeing its implementation.

The Forum receives an annual report on progress from the Director of Works & Precinct. The table below summarises the key projects under the Neighbourhood Plan and their current status. Page numbers refer to the Neighbourhood Plan, available online at: <https://yorkminster.org/about-us/master-planning/>

Project Areas	Description	Stage	Comment
(1) Minster Yard and College Green (pg 75)			
College Green	Refurbished green space	Complete	Dedicated by the Dean of York on 31 st March 2023
Refectory, and Minster Gardens	Restaurant and new public space	Complete	Opened by HM King Charles III following Maundy Thursday service on 6 th April 2023
Visitor Experience Team Hub, Ticket and Box Office, South Transept Vestibules	Facilities for Visitor Experience team and visitors	Pipeline	To take forward in 2025/2026
(2) West Front and Queen Elizabeth Square (pg 78)	New public square for civil and ceremonial use	Phase 1 Complete Phase 2 Pre-application	Statue of the late QEII was unveiled by HM King in November 2022 Awaiting details of QEII Memorial Fund
(3) Learning and gardens (pg 80)	Museum & Learning Centre	Pre-application	Live pre-application with City of York Council
(4) Own Use properties (pg 82)			
Refurbishment of 4 Deangate and creation of new masons' workshop	Centre of Excellence (Technology Hub and Heritage Quad)	Construction	Practical Completion due August 2024
Church House	Residential use	Construction	Completed; awaiting building control.
St William's College	Chapter of York Minster offices	Planning secured	RIBA 4 (begin 2025), Q2
Net zero agenda	Decarbonising the estate	various	175,000 KWH of power to be generated on site from renewables by Q4 2024

The project areas listed in red are still at planning stage. Although the Forum does not need to be re-designated to monitor the implementation of the Neighbourhood Plan, *if as part of your monitoring you realise certain policies are not having the desired effect, you may decide to update your made neighbourhood plan and have it remade. In this case, only a designated forum would be able to do this'* (<https://neighbourhoodplanning.org/advice/>).

The development of the Queen Elizabeth Square and the Centre for Learning will have a significant impact on residents to the west of the Minster and businesses on Duncombe Place, and as the unconfirmed minutes of the AGM held in February 2024 state the purpose of the Forum is *to enable*

the voice of those who lived and worked in the Minster precinct to be heard so that decisions were made to the benefit of everyone.

The following community actions are listed in the Neighbourhood Plan and are ongoing:

- Funding pg 7– The Forum and the City of York Council will work collaboratively to secure funding for projects in general, and as identified in this Plan in particular.
- Eco Gold Church pg 46 – the Minster Precinct Forum and the City of York Council will work collaboratively to achieve Eco Gold Church status by 2025.
- Access and Parking pg 76 – A review of future access and parking requirements including blue badge parking, management and security in Minster Yard/College Green and Deangate will be undertaken with the COYC/Highways Authority to inform future planning applications. Due regard will be given to Department for Transport guidance in relation to shared spaces.

In addition, at its meeting in February, concerns were raised by residents of the impact of busking with amplification especially in the summer months. Individual members had been involved in trying to mitigate the effects, but at the AGM when the scale of the impact was realised, it was agreed that this should be taken forward by the Forum and the Chapter of York together.

The application for re-designation also reflects the importance of this area of the city and the national status of the Neighbourhood Plan as the first of its kind in the country. As such the plan is a flagship document for the city of York Council Planning Department. It is the first time that such an approach has been used to map the future care of such significant heritage estate, allowing the Chapter of York to bring forward ground-breaking changes. The approach has generated interest both nationally and internationally, and a guidance note written by the Director of Works & Precinct to share learning and support others seeking to achieve change in their own area, is available via the York Minster website- <https://yorkminster.org/about-us/master-planning/>.

In 2023 the Neighbourhood Plan won best plan at the Royal Town Planning Institute (RTPI) Awards for Planning Excellence Yorkshire and was the winner of the European network, [Future for Religious Heritage](#), Religious Heritage Innovator of the Year Award *in recognition of the outstanding quality of their project*. The Neighbourhood Plan was also showcased at the recent [Retrofit Show 2024](#) Exhibition, by the Building Centre in London.

Given the attention the Plan has received, it is important the Forum continues to ensure it delivers what was agreed. One of its key principles is environmental sustainability and this is reflected in the projects currently underway; the Centre of Excellence for example includes solar panels, rain water harvesting, In order to meet City of York and Chapter of York net zero targets, it is important that the Forum continues to monitor how the next set of projects are delivered.

For further information on any of the projects or this application please contact Alex McCallion, alexm@yorkminster.org