

Neighbourhood Plan Steering Group Meeting

Date of meeting: 31 October 2018

Present:

Geoff Hall (GH), Craig Browne(CB), Rachael Grantham (RG), Sarah Greenwood (SG), Julie Allison (JA), Mark Allison (MA), Penny Bell (PB), Caroline Downs(CD), Louise Booth (LB), Alan R Davies (ARD)

Apologies:

Myles Garbett (MG)

1.0 Consultation Plan Confirmation, Staffing and Actions

SG asked for feedback on website, banners, poster etc - everyone happy just one observation from MA on the banner. The date is very prominent, once the 10th November is over people may think that the consultation period is over.

SG will speak to Jack re providing a cover sticker for the date.

SG will send JA an email that can be sent to existing database of people (mainly from the Public Meeting Nov 2017)

JA will send out email to existing database

JA will set up an automatic reply on the email

JA will monitor AlderleyNP email and create a database of responses

Door drop of leaflets will be partially done on 1/11/18 and completed on 5/11/18/

SG asked if people think it is a good idea to put the original Questionnaire and results on the website – it was agreed to do this.

SG asked what our thoughts are on standing on the high street on 3rd and 17th November. It was decided not to do the 3rd as not all leaflets will have been distributed. We will decide whether to do the 17th based on the turnout for the meeting on the 10th November.

Emerson suite is booked (and the roller disco is not on in the main room Phew!)

MA will provide an 8 panel display board on loan from Offizone which can be used to display the consultation boards.

GH to check with MG re Transport & Infrastructure cover for 10th November

SG & GH to meet and greet

SG will put up a banner in the village and purchase stickers, pens etc, CD offered to help.

CB will put a poster on the Noticeboard near Waitrose, GH will put a poster in the window at the Festival Hall

PB will distribute leaflets via Love Alderley

UI will deal with statutory consultees

SG will speak to Jen @ UI re this.

UI will provide a narrated PowerPoint demo for the Website. It was suggested that it might be a good idea to have this running in the background on the 10th November – we will need a projector and laptop with VGA connector.

SG will send a press release to Alderleyedge.com and other sources

Cost of server for website is £6 per month everyone happy with this – SG has bought a years subscription.

Survey Monkey will also have a cost associated with it, SG to advise on this.

2.0 Timeline and next stages with Urban Imprint

GH & MA had a meeting with UI on Monday 29 October to review timescales. GH has circulated a document detailing the timescales – this document will require updating and sending to UI regularly.

Note that Knutsford only had 75 responses from their consultation.

We will need to collate the data from the Consultation day on 10th November – GH suggested splitting in to two groups to do this. UI suggested that one group could collate quantitative and the other qualitative data. The latter group would need to capture comments under specific themes.

Survey Monkey responses will need to be included – CD suggested that it may be easier to input all the data into Survey Monkey as it can then produce charts etc.

UI will supply information on how to collate the data.

UI will collate statutory & corporate responses.

Deadline for the processed data to be given to UI is 17th December – they will then produce a report on preparing policies by 4th January which we will review at our meeting on the 9th January.

Vince from the Local Economy group has made notes on consultation and website which he will circulate to the group.

UI will liaise with Cheshire East to review policies

Issue first draft of policies by beginning of February - review these at meeting on 6th February. Need to feed back to UI immediately after this meeting.

PB asked if the groups could have individual meetings with UI however the costs only include one round of changes so this won't be feasible.

GH advised UI that AENP group would prefer them to be more directive with us regarding what we should be doing, using their experience of what works. UI welcomed this input.

Housing Needs Assessment (HNA) and Site Assessment (SA) initiated with AECOM. HNA is underway with request for information sent to CEC. SA awaiting list of sites from us.

“Evidence Base and Policy Development” (EBPD) possible consultancy from AECOM – not required as UI will do this. Same for checking the Plan for compliance.

Still require “Design including Design Codes” input from AECOM, also require “Masterplanning” for sites – how will they fit in to the village – possibly try to include car parking in this.

Concern that car parking is only an aspiration in the emerging policy document.

Car parking was identified as a big issue in the questionnaire – MA suggested that we need professional help with this complex issue potentially from Highways or a Traffic Consultant.

Neighbourhood Plan can allocate land for parking, but this will have to be based on evidence and an evolved car parking strategy developed in conjunction with CEC

NP budget to end of April does not include for car parking strategy – may be able to find additional funds for this.

Too late to change aspiration to a policy at this time – but we may wish to change this based on the evidence from the consultation – need to discuss with MG.

CB reported that there is some car parking data on the Parish Council website – MA asked if this could be uploaded to Transport & Infrastructure in Dropbox.

Car parking affects each of the groups in different ways – RG proposed a separate meeting where the group leaders meet to discuss car parking to develop a joint approach – MG to lead this?

MA said the concern within the Housing Group is that if we insist that the developers provide car parking it could impact on the provision of affordable housing and the other housing policies as the developers will argue that viability will not allow for the provision of both.

GH to speak to UI re evidence base for car parking – could it come under AECOM “Masterplanning”?

3.0 AECOM – site assessment which sites do we want to assess

The following sites were agreed for AECOM to assess:

Story Homes (404A)

Whitehall Meadow (405)

Beech Road (130)

Jenny Heyes (301) – to be developed by Henderson Homes based in Knutsford

Land behind Heyes Lane (370)

Land off Lydiatt Lane (400)

MA to amend coloured plan and forward to AECOM to enable them to get on with the assessments.

GH mentioned the Design Guide – GH asked ARD about the Character assessment – ARD has 10 people lined up to help with this – GH said we need this early in the New Year as AECOM will require the information to carry out the work under “Design inc. Design Codes”.

ARD suggested that his group concentrate on the Conservation Area and the Housing group assess the areas outside the Conservation Area.

LB will also investigate including car parking within the “Masterplanning” – LB to speak to Locality.

4.0 Update from working groups

Not covered

5.0 SADPD update

Nothing added – 2nd round of consultation any time after May 2019

6.0 AOB

Nothing raised

7.0 Next Meeting – Wednesday 5th December @ 7:30pm

Meetings 2019:

9th January (not 2nd January as people away)

6th February

6th March

3rd April

1st May

5th June