

Neighbourhood Plan Steering Group Meeting

Date of meeting: 15th May 2019

Present:

Sarah Greenwood (SLG), Louise Booth (LB), Myles Garbett (MG), Craig Browne (CB), Penny Bell (PB), Geoff Hall (GH), Julie Allison (JA), Mark Allison (MA),

Louise Kirkup (LK) – Kirkwells Planning Consultants

Apologies:

Rachael Grantham (RG), Caroline Downs (CD)

1.0 Minutes of Last Meeting & Matters Arising

Minutes from Steering Group meeting on 3/4/19 approved.

SLG chairing the meeting – advised the group that she recently presented an update on the AENP at the Parish Council Meeting and it made her realise how far the group have progressed with the plan – SLG thanked everyone for their involvement with the AENP.

2.0 NDP Draft Review

Ran through the NDP section by section.

Questions raised, discussed and actions allocated to the relevant people, notes of changes required were made by these people so not fully detailed in these minutes.

PB has put together a list of outside consultations made by the Local Economy Group. LK requested that the other groups should create a record of their outside consultations, MA, SLG & MG to action. PB to add to Dropbox and the other working groups to update with their own summary

Items were highlighted to be discussed with CEC, SLG to put together a draft agenda & circulate.

GH asked the group to advise where maps and photographs/illustrations are required within the document.

MA to summarise in a few sentences the work carried out by AECOM.

MA to respond to John Palmer with comments from LK regarding Technical Standards.

Based on the comments from the group LK will update the NDP to Version 5 by Monday 20th May 2019- update post meeting NDP Version 5 uploaded to Dropbox on 17th May.

Next step is for the working groups to review NDP Version 5 and make any relevant comments/changes, plus advise where images/maps should go within the document, deadline for this – 26th May 2019.

3.0 Meeting with CEC to review the NDP

SLG to update the agenda for the meeting with CEC.

Post meeting: SLG has contacted Tom Evans at Cheshire East – date for meeting is 19th June time and venue to be confirmed. Draft agenda has been circulated and amendments required by 27th May

4.0 Agree plan for next stage consultation – not discussed at meeting due to lack of time

Event plan and date
Schools liaison
Outline Survey
Business Focus Group
Email, database, relevant community groups, neighbouring PCs etc

5.0 Working Group comments on – not discussed at meeting due to lack of time

Response to Developers Comments
Response to Public Consultation comments

6.0 Review Timeline

LK to issue revised timeline.

7.0 AECOM – briefly discussed at meeting – MA to follow up.

Housing Needs Assessment – Locality to formally issue now complete.
Site assessment report from Abi Rhodes
Master Planning – follow up meeting arranged with Wei Deng 11th June 2019

8.0 Website – briefly discussed at meeting, SLG circulated an email to the group on 17th May asking for updates on the following to enable her to upload onto the website:

- Shop front design codes – in NDP plus on website?
- CEC Design Guide (Mark do you have the link to CEC)
- Timeline - once we have reviewed after next meeting
- Maps - which ones are ready, where can I find them?
- Response to EPD Developers Comments - have you all completed your responses?
- Response to EPD Public Comments - have you all completed your responses?
- Business survey - once ready
- Car parking old surveys - we need a discussion on which of these I upload
- AECOM reports - when final
 - HNA
 - Design codes
 - Site assessment
 - Master planning
- Shop front design codes - when final

9.0 AOB

Nothing raised

Meeting closed @ 23:00 hours

Next Meeting – Wednesday 5th June 2019 @ 7:30pm

Meetings 2019:

3rd July, 7th August, 4th Sept, 2nd Oct, 6th Nov, 4th Dec