

Neighbourhood Plan Steering Group Meeting

Date of meeting: 6 June 2018

Present:

Geoff Hall (GH), Craig Browne(CB), Rachael Grantham (RG), Louise Booth (LB), Myles Garbett (MG)
Sarah Greenwood (SG), Jan Hennessey (JH), Penny Bell (PB), Mark Allison (MA)

Apologies:

none

GH opened the meeting and proposed the discussions should just be centred on programme and funding.

1.0 Minutes of last meeting and matters arising.

no questions raised.

2.0 Special Agenda Items

2.1 Funding Application

GH outlined recent activity relating to funding with LB obtaining further information from Locality, pre-meeting held on 5-6-18 to clarify what services may be applied for in addition to grant available.

MA was asked to contact Urban Imprint to obtain from them an up to date quotation that reflects the services that are to be provided separately by Aecom (via Locality) and related to the Key Milestones document that UI issued previously.

MA ran through the technical support packages that had been discussed on 5/6/18 and can be provided by Aecom via Locality that the group felt were appropriate to AENP:

- 1 Housing Needs Assessment
- 2 Site Options and Assessment
- 3 Evidence Base and policy Development
- 4 Masterplanning
- 5 Design Including Design Codes
- 6 Plan Health Check Review prior to Examination

Item 2 has been quoted for as an optional extra service by Urban Imprint, item 3 might duplicate part of the already commissioned UI service.

LB and GH to firm up funding application documents and the final version to be prepared after the meeting on 18/6/18 with Urban Imprint.

MA to speak to UI regarding revised quotation to take account of the Locality Technical Support and to tie the quotation in with the Key Milestones that have been used in the GH draft programme document.

LB reported that the grant support package available is up to £9000, with £4500 applied for and £4500 left to apply for plus an additional allocation of £8000 if the NP is including Site Allocation and Design Codes (which are being incorporated). Funds to be spent by 31/3/19. In addition Locality provide the Technical Support from Aecom. Parish Council to review funding shortfall and consider how to address this.

2.2 Update on Housing Sites Allocation

CB advised that David Wilson Homes and the Simms family have commissioned SWECO to undertake Site Assessments for the sites identified in the call for sites process, as an alternative to that undertaken by Cheshire East. This apparently will review sites with criteria related to landscape setting, topography, deliverability etc, although the full brief was not known.

The CEC process on Site Allocation is ongoing and it is anticipated that a Consultation on the proposed sites and housing numbers will be carried out in August and September 2018. The draft version of the Local Plan part 2 could be put forward by CEC for ratification by July 2019 at earliest.

3.0 Communications

3.1 AENP Website

SG reported that the website was not yet established. It was agreed that AENP would not start a Social Media account.

3.2 Questionnaire

With the timing of the grant application (to be submitted end June) it was agreed that while the application is being considered during July and August it would be advantageous to gather more feedback from the public regarding the criteria that the AENP group would use to brief Aecom on the Site Options and Assessment over and above any normal planning criteria that the CEC and SWECO assessments may already have considered. It was agreed that the Steering Group would consider a set of simple questions that could be set out in an online survey for public consultation in the summer. The main groups to consider 2 questions each for the survey.

4.0 Summary

All parties to review GH draft timetable document and see where it could be tightened up.

5.0 Next Meeting

Next meeting to be held on Monday 18th June at 7pm at the Festival Hall with Urban Imprint and the Steering Group. UI to present their stage 1 report to the group.