

Neighbourhood Plan Steering Group Meeting

Date of meeting: 9th January 2019

Present:

Sarah Greenwood (SG), Louise Booth (LB), Myles Garbett (MG), Rachael Grantham (RG), Penny Bell (PB), Julie Allison (JA), Mark Allison (MA)

Apologies:

Geoff Hall (GH), Craig Browne (CB), Alan R Davies (ARD), Caroline Downs (CD)

1.0 Minutes of Last Meeting and matters arising

Minutes from Steering Group meeting on 5/12/18 approved.

Minutes from Kirkwells meeting on 11/12/18 approved.

Minutes from informal catch-up on 19/12/18 approved.

2.0 Update on appointment of new consultants

General discussion re consultants – Cheshire Community Action did not seem proactive, Urban Imprint not able to continue work with AENP.

Kirkwells (KW) happy with approach, skills and price. GH, SG & MA impressed with our contact Louise Kirkup (LK) who is a director of KW.

Tom Evans from Cheshire East had recommended KW to GH as being suitable for AENP needs.

CB disappointed with suggestion from LK at meeting on 11/12 of further consultation, this has been raised with LK, there is no requirement to revisit the full 'EPD style' consultation at this time – further consultation can be carried out using the database of contacts, surveys on the website, focus groups etc.

Consensus from the group is YES, we should appoint KW as consultants.

RG to ask Anne Ross (AR) to seek references for KW and keep on file.

RG to ask AR to write a letter appointing KW as consultants.

Update post-meeting, AR has confirmed we can add the appointment to the PC agenda for the Feb meeting, but contact Kirkwells meanwhile and agree inception meeting. This has been done by SLG on 13.1.19

SG will contact KW re the following:

- Confirmation that our point of contact with KW will be LK
- Confirm that GH & SG will be joint contacts from the Steering Group
- Arrange a date for the Inception meeting with KW and the Steering Group

3.0 Agreement on Site Allocation responsibility

LK has advised that the way in which the Cheshire East Local Plan is proceeding does not currently allow for the NP to allocate sites. CEC would need to change their Local Plan to specify that Alderley Edge would allocate sites, thus taking the site allocation out of the local plan.

If we were to allocate sites, concerns raised by Steering Group:

- Where would liability lie - would Parish Council be responsible for developer appeals etc if NP allocated sites
- What sort of allocations would we make, would it just be Housing?
- Huge task for a group of volunteers with little or no expertise
- What funds would be available to help with outside expertise, consultants etc
- Timescales may shift considerably if we were to go down this route
- How would we deal with challenges from Developers?
- AECOM evidence would not be enough to take on site allocation
- Speak to Tom Evans at CEC, ask for his views on this

Consensus from Steering Group was that the inception meeting with KW is required as soon as possible to enable further discussion regarding this matter.

Wait to contact TE at CEC until after the inception meeting.

4.0 Timeline from Kirkwells

Discussed timeline supplied by KW.

All the subgroups are working on collecting data for the evidence base by end of January timescales are tight for this.

Need inception meeting with KW as soon as possible to discuss evidence and detailed policies.

SG asked if the subgroups are happy to hand the evidence base over to KW who can then put it into context – yes, the subgroups would be happy with this – Dropbox to be used.

5.0 Results of EPD consultation

CD has sent apologies she was hoping to have the results from the consultation day ready for the meeting, this has been delayed.

SG will speak to CD re progress, if there are further delays SG will circulate the raw data.

6.0 Response to Developers

Responses received from developers – Story Homes, David Wilson Homes & Emerson

SG to forward developer responses to KW.

LB to email SG with queries for KW regarding review of developer responses.

SG felt it would be useful for LB to feedback to subgroups on areas where they will need to be able to defend in terms of decision making.

LB said this would be a huge undertaking LB suggested that KW may be able to help with this. LB could then add to their feedback from a Judicial Review point of view.

7.0 Developer Day

It was agreed to postpone the Developer Day scheduled for the 9th February.

General feeling -more important to progress with KW – what are we gaining from consulting with the Developers at this point.

Still need to formulate responses to the Developers to be held on file to show we have considered their responses.

Site assessments from AECOM will be used to form evidence of sites in order of preference, for peace of mind and also in case current CEC site assessments are challenged or evolve.

May decide later to meet with the Developers – we can seek advice from KW on this.

It was felt that we should acknowledge the responses – RG to speak to AR and ask her to do this.
Action complete

8.0 AECOM Update

Housing Needs Assessment – AECOM informed us on the 23 November that they have received the data required from Cheshire East and are proceeding with the HNA.

Site & Landscape Assessment – meeting with Abi Rhodes from AECOM arranged for Friday 11th January at the Festival Hall - all interested parties welcome. MA will email group after meeting detailing summary of criteria.

Design Codes - meeting held with AECOM on 19 December – AECOM will provide key character/identity they will suggest characteristics important to the area, landscape, architectural. Housing Group to provide photographs and examples of the character areas, things that we want to include, materials etc by end of January. Further meeting arranged with AECOM in February.

9.0 Character Assessment update

Linked to Design codes see above - Housing Group are underway with evidence gathering. Gill Robinson (GR) has split the village into areas and divided this between members of the Housing Group.

MA to email GR re extending Zone A to roundabout at end of Brook Lane.

AR to gather evidence for the Conservation Areas – Zones C & D.

MG/RG explained that there is a proposal in place to improve the landscaping at Wood Gardens in conjunction with the Parish Council, Peaks & Plains and Alderley in Bloom.

Protected Green Space and Community Assets - MG marking out accessible green space on a map – need to forward this to AECOM when complete.

RG to circulate document detailing who is to take the lead on crossover areas.

10.0 Update from Working Groups

Transport & Infrastructure – MG advised that they have been in contact with Wilmslow Cycle Group to use their experience on cycling & walkability – map a set of priorities to improve the network – emphasis is on non-vehicular access to village.

Housing Group – MA advised that Housing Needs Assessment, Site assessments & Design Codes are underway with AECOM. Group currently gathering evidence for Design Codes. Self-build consultancy from NACSBA is partly complete but further consultancy is still available if required.

Local Economy – PB advised that a Business Audit & Parking Survey is to be carried out by AESG.

Additional Business Survey work is being carried out by members of the Local Economy Group.

11.0 Car Parking Policies

MG confirmed that Transport & Infrastructure would lead on the car parking issue, collate evidence and draft policies where appropriate.

RG commented that some residents will expect the car parking issue to be addressed within the NP in order for them to support it.

PB advised that the Local Economy Group are liaising with AESG regarding carrying out a car park survey in Waitrose car park.

RG/MG suggested that funding for car parking works could be funded via Community Infrastructure Levy(CIL).

MG commented that the parking stock survey will need updating.

12.0 Agreement of structure of future Steering Group meetings

The following structure was agreed for future Steering Group Meetings:

- a. Project management update
- b. Planning consultant liaison update
- c. Working group updates
- d. Discussion of areas of overlap between groups
- e. Review of timeline

13.0 Agreement on sharing of evidence and policies, access required for all groups and Consultants

All Neighbourhood Plan documentation should be uploaded to Dropbox to enable access for subgroups, Kirkwells, AECOM and any other consultants.

MG to upload Transport & Infrastructure documentation

CD & AR – please can you upload all relevant group work & evidence.

14.0 Website Update

Website is up to date. If you require any details to be added please advise SLG.

15.0 Parish Council newsletter copy

SG has been asked for an update for the newsletter, please could all group leaders provide a 2 line summary of group activity by email to SLG by Friday 11th January.

16.0 AOB

SLG was contacted by Mick at Locality for an update on AENP and dealings with AECOM. He advised he would touch base again in 2 months, but available for support should we need it.

Next Meeting – Wednesday 6th February @ 7:30pm

Meetings 2019:

6th March, 3rd April, 1st May, 5th June