

Neighbourhood Plan
Steering Group Meeting Minutes
Tuesday 8th December 2015

Present

Brian Hogan
Cllr Paul Bates
Cllr Amanda Martin
Cllr Suzie Akers Smith
Peter Aston
Peter Minshull
Steve Foster
Jackie MacArthur
David McGifford
Jenny Unsworth

Apologies were received from Andrew Thomson, Bob Edwards, Glyn Roberts, Laura Tilston, Tim McCloud and David Watson.

1. Election of Chairman

It was agreed that the Constitution should be recirculated confirming that an officer or member of the Council can be elected as chairman of the Steering Group.

David McGifford was then duly elected as Chairman.

2. Questionnaire

The policy questions have been entered into Survey Monkey for members to be able to view how they would be presented to the public. It was suggested that members of the staff should test market the questionnaire before it is released

The Group was requested to examine the questionnaire and to raise any concerns, overlaps or errors directly with Jackie

Suggested that inserting an FAQ for each section may assist understanding

Suggested that there should be some policies relating to health and wellbeing included which are being produced by SAS and AT.

Timetable

- Questionnaire to be available on line next week
- Post card reminding residents to complete the questionnaire to be distributed on the 4th January 2016
- Follow up reminder in Bear Necessities distributed from 11th January 2016

- Deadline for completed questionnaires' 22nd January 2016
- Printed copies to be left in key places
- Adverts to be placed in the Chronicle as a reminder
- Send reminder to various groups and organisations in the Town
- Consider drop in sessions, road shows etc.

3. Transport Survey

It was agreed that a travel survey should be commissioned with a suitable consultant, but, a specification needs to be urgently produced before a consultant can be engaged.

DMc offered to try and find some expertise to help produce the spec as did other members of the group

The transport survey must be compiled before the end of February 2016

4. Draft Plan

It is still envisaged that the draft plan should be scheduled for production at the beginning of March once the feedback from the questionnaire and transport survey are known.

Should also take into account the effects and opportunities arising from HS2 in the area.

5. Health, Education and Wellbeing

The impact of the Local Plan in respect of Health and wellbeing in the Town needs to be taken into account in particular the large increase in housing numbers in the area and the subsequent impact this has on local facilities.

AT has produced some policies for this group and it was agreed that as the group is so far behind that generic policies will be used and incorporated into the draft plan in coordination with SAS.

SAS and SF will attend a training course at 1.30pm on the 18th February at Wesfields to help plan for healthier communities

6. Timetable

Complete questionnaire and collate results
 Undertake transport survey by Feb 16
 Arrange Cheshire Wildlife Trust Survey
 Start producing draft plan in March

7. Date of next meeting

9.30am Tuesday 26th January 2016

Brian Hogan