

Neighbourhood Plan Steering Group Meeting 29 & 30

Village Hall, Norley Road, Cuddington

Wednesday 7th December 2016 at 7.30pm

Wednesday 14th December 2016 at 2.00pm

Present:

7th December

Alan Latham, David Jackson, Mike Jeal, Eileen Kerrigan, John Kerrigan, Tim Vincent,
Andy Benson, Colin Coles

Apologies: Kate Johnston, Juliette McDonald, Hilary Knowles, Val Godfrey

Present:

14th December- Special Meeting with Cheshire West and Chester Planning Team

Alan Latham, David Jackson, Mike Jeal, Eileen Kerrigan, John Kerrigan, Tim Vincent,
Andy Benson, Colin Coles, Hilary Knowles

Cheshire West and Chester Planning Team: Rosie Morgan, Emma Jones

Apologies: Kate Johnston, Juliette McDonald, Val Godfrey

Notes of the Meeting 7th December

154 Review of Minutes and Actions

The notes from the previous meeting had been produced and had been circulated to the team for comment.

155 Policy Development

The focus of discussion was on planning for the meeting with Rosie and Emma planned for the 14th December.

On Environment Alan expressed concern at the amount of detailed information that was in the material sent by Emma, and exactly how much detail would be needed for the Draft NP. It was agreed that this was a question that we could raise at the planned meeting.

Mike proposed to work on two Housing Development policies for detailed discussion with Rosie and Emma.

On the Economy it was seen that there were a number of concerns being raised in the questionnaire feedback regarding certain economic development policy ideas. Tim and Andy undertook to carry out a review of their policies ahead of the meeting with the CWaC team.

156 The Next Steps

Colin reported that there were 463 responses to the Questionnaire on Policy Ideas.

It was felt that there were unlikely to be many more responses and that it would be appropriate to close down the Survey monkey link. It was agreed that once all the boxes had been collected in, to allow for any late entries, then this would be done. Eileen will advise when this has been completed.

It was noted that there were significant additional comments in the responses and that these needed to be analysed for each policy section.

On one specific topic, regarding gathering information from estate agents to establish external demand on housing in the Parish, Mike and John undertook to make contact with agents. Val had already provided one possible contact.

The team were asked to spend some time reviewing the written comments on their policy section ahead of the discussion with Emma and Rosie

157 Finance

John undertook to advise Juliette on the likely costs to complete the project up to and including preparation for Regulation 15 consultation.

After some discussion it was agreed that John would provide a copy of the constitution with each page dated so that the document could be signed off.

158 Review of actions Agreed

The actions agreed in the meeting were reviewed.

The meeting closed at 9.00 pm

Notes of the Meeting 14th December

This meeting was a progress review with the Cheshire West planning team with a particular focus on the draft Policy Ideas that had been consulted on via the questionnaire to every home and business premises in the Parish.

Rosie and Emma referred the team to the Local Plan Part 2 as a source of evidence for many of the policy ideas. It was suggested that evidence should be sought first in the Local Plan, secondly from sources such as census data, and thirdly from our own data gathering and feedback from the community.

159 Environment

Policies 1-7

Alan reported that he would be making some changes to wording and merging policies 6 and 7. In addition Emma informed us that green space had a specific definition in the local plan. She suggested that, once they had been assessed against the criteria, a map should be produced of the designated green spaces in the neighbourhood plan. It was noted that privately owned land could not be designated as green space without the owner's permission.

160 Housing Development

Policies 14 – 18

Mike reviewed Policy 14 and Policy 16 in a little detail to provide the basis of discussion. It was thought by the meeting that the template he was using could be applied across all the policies to test for purpose and evidence before redrafting (see attached presentation)

The point was made throughout the discussion that the Key Service Centre is likely to exceed the allocation in the Local Plan for 200 new homes and so the focus should be on setting standards for the future.

161 Economic Development

Policies 8-13

Tim and Andy had reviewed these policies and had concluded that Policy 9 and Policy 11 could possibly be omitted. (see attached presentation) Rosie and Emma highlighted the need to identify

retail activity separately from other businesses and also the need for a map to show the designated retail areas in the Plan. The policies will be reviewed again for our next meeting.

162 Travel and Movement Policies

Policies 19-22

David commented that he was aware that some of the policies in this section were not Neighbourhood Plan policies and that he would be amending this section.

Clarification would be sought on the work currently being carried out by Cheshire West on parking and parking standards. Emma undertook to give us the necessary information.

163 Next Steps

It was agreed that the team would meet again on the 4th January 2017 at 7.30pm. The Chairman recommended that each policy should be examined by the teams using a template based on Mike's analysis of the Housing Development policies namely:

State the Objective of the Policy area.

Then for **each** Policy:

A few bullet points on – "What do we want to achieve?"

What does the policy need to do?

Evidence to support the policy – in order of priority:

- Local Plan
- Official sources of data eg census, English Heritage etc
- Our own data gathering
- Local commentary

Re-Drafted policy

Our next Meeting will be on 4th January 2017 at 7.30pm in the Village Hall meeting room.

Summary of Actions

Action	By whom	Due Date
Sign Off NPSG Constitution John to draft a signing version	All	OVERDUE
Forward suggested names of possible contacts in the local business community. After the initial policy ideas have been formulated.	All	Ongoing
Apply for the next tranche of Grant funding	John/Juliette	URGENT
Confirm the housing capacity being planned into the improved sewerage system	Tim/Eileen	asap
Assess external demand for housing in the Neighbourhood by contacting estate agents.	Mike & John	
Review Emma's note on the draft policy ideas and report back on the relevant sections	All	Completed
Review CA Report for issue to the team	John	Completed
Confirm acceptance of UI Proposal for Stages 4,5,6	John	Completed
HNS Report to be finalised for issue	Mike/John	asap
Confirm shutdown of access to Survey monkey	Eileen/Colin	asap
Review all policies using the template described in the minutes of the meeting	All	4 th January 2017