

**MINUTES OF THE THIRTEENTH MEETING OF THE NEIGHBOURHOOD PLAN STEERING GROUP HELD ON WEDNESDAY 7TH DECEMBER 2016 AT 7.00PM AT WISTASTON MEMORIAL HALL, CHURCH LANE, WISTASTON.**

**Present:** Cllr.J.Moore (Chair)

Cllr.Mrs.J.Bond, Cllr.D.Millington, Cllr.G.Roberts, Mr.J.Bennett, Mr.D.Clews, Mr.W.Heath, Mr.D.Lucas & Mr.R.McIntosh.

**In Attendance:** Mrs.A.Cross, Mr. A. Thomson & Mr.C.Todd.

**158 APOLOGIES**

Apology received from Cllr.R.Westwood.

**159 DECLARATION OF INTEREST**

No declarations of interest were made in respect of any items on the Agenda.

**160 MINUTES**

The minutes of the meeting held on 9th November 2016, were approved.

**161 ANDREW THOMSON, PLANNING CONSULTANT - Update on Neighbourhood Plan Policies for Regulation 14 and outstanding items**

Mr.Thomson announced two recent updates - the Housing Bill has been postponed until next year, and Cheshire East are expecting the Inspector's report on their Local Plan in the next two weeks. He added that the Neighbourhood Plan was virtually complete except for fifteen minor items.

Regulation 14 Draft of the Neighbourhood Plan, issued by Mr.Todd on 6.12.2016, was discussed, and the following items agreed:-

- a) Mr.Thomson said he would insert Cheshire East's 106 agreement into the document, instead of certain appendices.
- b) Mr.Todd would insert a Foreword.
- c) Cllr.Roberts to ask Cheshire East for up to date lists of Planning Consents for new build housing since 2010, and Completions of new build housing since 2010.
- d) List of Formal and Informal Play Areas to include the area between Tunbridge Close and Ripon Drive, and the area by Edinburgh Road.
- e) Photographs to be selected later, and inserted in Regulation 15 edition.
- f) Path from A534 to Cheriton Way to be added to list of Walkways.
- g) Mr.Thomson to provide Mr.Todd with details of BREEAM Quality Mark.
- h) La Maternelle to be added to list of businesses.
- i) Address of Goold's building company to be changed to Princess Close.
- j) M.Massey (joiner) and D.Massey (plumber) to be added to list of Hidden Businesses.

The list of Appendices on page 41 was discussed, and the following items agreed:-

- 4) Mr.McIntosh to produce Green Gap map.
- 5) Cllrs. Bond and Millington have produced a list of open spaces.
- 6) Map and list of locally important views will not be included in Regulation 14 document, but may be considered for Regulation 15.
- 7) Mr.Thomson to prepare a Delivery Plan.
- 8) Mr.Thomson to prepare a List of Historic Buildings, based upon three booklets published in recent years.
- 9) Table of Planning Consents, Completed Dwellings - as agreed under item c), above.

10) A Rural Place Profile Report has been prepared by Mr.Thomson.

#### **162 COLIN TODD - Outcome of meeting held on 5th December 2016**

Mr.Todd gave a report on the meeting, and the following actions were agreed:-

- 1) Mr.McIntosh to amend the list of Statutory Consultees to about 220.
- 2) Mr.Todd's proposed notice regarding Regulation 14 Consultation to be placed on the parish council's notice boards.
- 3) The six week consultation period to commence Tuesday 20th December 2016 and finish on Tuesday 13th January 2017.
- 4) Mr.McIntosh to bulk email the Statutory Consultees.

#### **163 LIST OF LOCAL COMMUNITIES**

It was agreed that this matter had been covered under Item 161 above.

#### **164 TREASURER'S REPORT**

The Treasurer's Report was agreed.

#### **165 FUTURE GRANT APPLICATIONS AND CHESHIRE EAST SUPPORT GRANT**

Mrs.Cross said the Cheshire Community Action My Community Locality fund would be spent by the end of March 2017; the total grant had been £9000, of which the first portion £3590 had already been spent, the second portion £3105 would be spent by the end of December 2016, and the final portion £2305 was allocated for the period January to March 2017.

The letter from Ainsley Arnold dated 25th November 2016, concerning closure of Cheshire East's grants scheme, was discussed. Cllr.Moore said no parish council money had been spent to date; it was agreed that he would write to the head of Cheshire East, M.Suarez, saying that the parish council needed Cheshire East's support to complete the plan; the letter to be copied to Sean Hannaby, Ainsley Arnold and Rachel Bailey.

After discussion, it was estimated that costs after the end of March 2017 needed to cover at least the following items:-

- 1) Mr.Thomson said he would need payment for at least two days work to advise changes from Regulation 14 to 15, and prepare a Statement of Basic Conditions.
- 2) Mr.Todd said printed copies of the Neighbourhood Plan would cost between £8 and £10. Cllr.Moore said 50 copies would be needed.
- 3) Mr.Thomson said it would be necessary to distribute flyers to every household.

#### **166 COMMUNICATIONS AND WEBSITE - UPDATE FROM MR.MCINTOSH**

Mr.McIntosh said the website was almost ready for Regulation 14 release.The website would be available to the general public as well as the Statutory Consultees. The list of emails for Statutory Consultees would be ready by 20th December 2016.

#### **167 NEXT STEPS - Future Actions**

Mr.Todd said he would arrange for the Regulation 14 Submission to be put on both the website and Google Drive.

Mr.Thomson said there was a need to start thinking about how the final version Regulation 15 document should look, including photographs. Cllr.Moore asked all members of the Group to come up with suitable photographs, combined with a narrative.

**168 FUTURE MEETING DATES**

The next meeting will be held at 7pm on Wednesday 11th January 2017, and the following meeting at 7pm on Wednesday 15th February 2017. Cllr.Millington said he was unable to attend the January meeting.

**The meeting closed at 8.25pm.**