

**MINUTES OF THE THIRD MEETING OF THE NEIGHBOURHOOD PLAN STEERING GROUP**  
**HELD ON WEDNESDAY 13TH JANUARY 2016 AT 7.00PM**  
**AT WISTASTON MEMORIAL HALL, CHURCH LANE, WISTASTON.**

**Present:** Cllr.Mrs.J.Bond (Chair)  
Cllr.D.Millington, Cllr.G.Roberts, Cllr.R.Westwood, D.Clews, N.Green,  
D.Lucas & R.McIntosh.

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

**27 APOLOGIES**

Mr.J.Bennett, Mr.W.Heath & Cllr.J.Moore.

**28 DECLARATION OF INTEREST**

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

**29 MINUTES**

The minutes of the meeting held on 2nd December 2015, were approved.

With regard to actions from the meeting, Mr.Todd reported that details of Mapping Areas for Wistaston and the OSCI Community Profile Report had been placed on Google Drive. The Draft Timetable had been prepared, and Mrs.Cross said she would distribute it.

**30 ELECTION OF LAY MEMBER**

Mr.R.McIntosh was elected unanimously.

**31 MR. ANDREW THOMSON, PLANNING CONSULTANT**

Mr.Thomson introduced himself; he had spent 44 years in the planning profession, and his services came via Cheshire Community Action. He was a resident of Bunbury, and was currently working on Neighbourhood Plans with Bunbury (due for referendum 10th March), Norley (adopted), Astbury (Regulation 14), Congleton, Stapeley, Willaston, Church Minshull and Weston & Basford.

Mr.Thomson then reported on the following issues:-

- a) Cheshire East's Local Plan was being revised, and it was due for consultation in February 2016. Consultees must stress the need to maintain the Green Gap.
- b) Parishes should wait to see the Local Plan before finalising their Neighbourhood Plans.
- c) A Neighbourhood Plan web site is of key importance, to demonstrate an Audit Trail, which should include agendas and minutes of meetings.
- d) The Government's Planning Policy on housing is about to change, and there are concerns that it is being led by developers instead of local communities.

- e) Wistaston's Neighbourhood Plan is very important because the Government has stated that it will support Neighbourhood Plans.
- f) So far, there has been one major disappointment, when an Inspector gave priority to Government Policy rather than a community's wishes.
- g) Neighbourhood Plans involve a long process, but Mr.Thomson can assist and guide the parish, particularly with regard to Vision and Objectives.
- h) A Parish Plan is a good starting point for a Neighbourhood Plan.
- i) Neighbourhood Plan policies should include housing, community infrastructure, leisure and, where appropriate, transport.
- j) Landscape is part of the strategic policy, and Rachel Giles of the Cheshire Wildlife Trust would be a big help. There is a link between Green Gaps and Landscape.
- k) The Steering Group must have a meeting with developers, and listen to what they have to say.
- l) Bunbury's Neighbourhood Plan stressed that there should be no more than 15 new houses built in any one location.

There was then a discussion on the above topics, and the following points were noted:-

- i) There is to be an Informal Hearing on 4th February with regard to the developer's appeal on planning application 14/3024N (Witters Field). It was agreed that Cllr.Roberts would speak on behalf of the Steering Group.
- ii) Cllr.Westwood asked about a housing needs policy. Mr.Thomson suggested looking at Stapeley's policy. It was agreed to decide at the next meeting whether to employ AECOM to carry out a Housing Needs Study. (Item 14 of the November 2015 Minutes, refers.)
- iii) Mr.Thomson said <http://www.bunburynpg.org> had a housing statement for the period from 2010 to 2030 of 80 houses; Cheshire East had requested an increase to 93.
- iv) Mr.Thomson said the Neighbourhood Plan should include houses built since 2010, houses in progress and possible future houses up to 2030.
- v) Mrs.Cross stressed the need to spend the current Grant of £3590 before 31st March 2016.
- vi) Mr.Thomson said the cost of a Landscape Report from Cheshire Wildlife Trust would be approximately £950.

It was agreed that Mr.Thomson would carry out the following actions:-

- 1) Ask Rachel Giles of the Cheshire Wildlife Trust for a quotation to carry out a Landscape Report, then advise Cllr.Moore.
- 2) Provide Cllr.Moore with a framework and objectives for the Neighbourhood Plan.
- 3) Look at the objectives that come out of the parish residents' vision, which will include the recent questionnaire; then draw up a list of aims and objectives.
- 4) Contact Matthew at Stapeley for any information that might be helpful to Wistaston.

### **32 NEIGHBOURHOOD PLAN WEBSITE**

The draft website, prepared by Mr.McIntosh was discussed; Mr.McIntosh said he will highlight any text that needs changing; he said Google Drive was just for the use of the Steering Group, but the website would be accessible to the general public.

Cllr.Westwood said there was a need to encourage the public to look at the website. It was agreed to publicise it via Notice Boards, Streetlife, Parish Council, Hands off Wistaston and Roundabout.

Cllr.Roberts suggested the following revisions to the draft website:-

FAQ 6 - check costs of £13000 to £15000, and mention grants.

FAQ 8 - change Local Plan completion date from 2014 to 2016.

Include Wistaston Parish Council under "Links".

Include Questionnaire under "News/Events".

### **33 TREASURER'S REPORT**

Mrs.Cross handed out copies of her report.

### **34 QUESTIONNAIRE RESPONSES**

Cllr.Bond said 123 responses had been received out of a total of 3500 forms issued in the Winter 2015 edition of Roundabout magazine. The assessment was nearly complete; she handed out copies of the partially completed assessment form.

### **35 NEXT STEPS**

Mr.Todd stressed the need for public engagement events, and suggested sometime during February/March 2016; he added that the Steering Group should count the number of people attending. It was agreed to put on the agenda for the next meeting an item for members of the Steering Group to put forward suggestions for Public Engagement Meetings.

Mr.Todd said, with regard to the need for a 5 year land supply for housing, it was worth checking for sites where planning permission had been granted, but nothing had been built.

### **36 NEXT MEETING**

The next meetings will be held on 17th February 2016 and 16th March 2016.

Mr.Thomson agreed to attend the next meeting on 17th February 2016.

**The meeting closed at 9.10pm.**