

Meeting of Handforth Neighbourhood Plan

Steering Group

Meeting of: Handforth Neighbourhood Plan Steering Group, held on Tuesday 20th December 2016 at 6:30pm, The Youth Centre, Old Road, Handforth.

Minutes

Roger Small welcomed Mrs Sue Moore to the group

7. To receive apologies for absence.

Apologies received from Mike Bishop

8. Minutes of the meeting held on 23rd November 2016

Minutes of last meeting were approved

9. Roger Small, assisted by other group members, reported on information gleaned from the Engine of the North workshop held at the Pinewood Hotel on 6th Dec. All details from meeting placed on file. Group have written to manager of Handforth Dean Retail Park.

10. Roger Small and Alan Murdoch reported on information gleaned from a meeting (Crewe 7th Dec) with Tom Evans, CEC Neighbourhood Planning Manager. Mr Evans recommended early application for registration of neighbourhood plan area. Area now registered with CEC and period of public consultation ends on 13th Jan 2017. All details from Crewe meeting placed on file.

11. Roger Small reported a telephone conversation with Cllr Ron Dixon from Styal. It would appear that Styal do not want to transfer site CS49 from their neighbourhood area to that of Handforth. It was agreed that Roger Small and Alan Murdoch would nevertheless meet with Cllr Dixon sometime soon. The intention is to request that Styal produce a formal letter stating that they are unwilling to allow the transfer of CS49 to Handforth. Discussion ensued re: the text of the group's publicity shot. It was agreed that the text should contain the additional sentence "Representations with regard to Handforth's proposed neighbourhood area must be received by Cheshire East Council before 13th January" but otherwise would remain unchanged. It was agreed that the publicity shot could be dispatched to Wilmslow News and Opinion and to the Wilmslow Guardian without delay.

12. Roger Small pointed out that Tom Evans had approved the content of the group's draft questionnaire. It was agreed that the deadline date for receipt of replies should be 1

month after the date of issue. The Secretary reported the cost of Royal Mail bulk delivery to be £71 per 1000. It was agreed that drop-off points should be used for replies rather than prepaid business reply envelopes. The Secretary reported on website progress and it was agreed that the address would be www.handforthnplan.org.uk. Public forums are to be held in venues such as the Grange School, Oakmere and the Youth Centre.

13. David Pincombe suggested that the group should draw up a business plan to ensure good progress – an idea that met with general approval
14. Roger Small pointed out the need to complete a grant application to MyCommunity/Locality and that the forms looked relatively simple to complete. The group felt that this was not a particularly urgent task and no member volunteered to take it on.
15. The group noted Mike Bishop’s news about access to the station.
16. The final version of the neighbourhood plan for Holmes Chapel was laid before the group to give an indication of the task ahead.

Robin Higham’s most recent version of the group’s draft constitution was discussed with reference to issues raised by group members. Roger Small pointed out that it seemed to be the norm for neighbourhood planning groups to produce constitutions rather than the exception. After some discussion the group agreed not to change para 3 (membership). It was agreed that The Secretary would edit all reference to financial matters to become compliant with the rules of HPC. It was agreed that Robin Higham should compose some text re: policy on video recording and that Robin Higham and The secretary would collaborate to produce an updated version of the constitution.

The date of the next meeting will be determined by the availability of prospective guests such as Tom Evans and Paul Goodman.

Close of meeting. At 20:12

Action	By Whom	When By
Contact CEC regarding current levels of S106 money	The Secretary	ASAP
Check list of experts given to the group by Tom Evans and investigate costs	The Secretary	ASAP
Continue work to finalise initial website layout	The Secretary and RS	ASAP

Meet with Ron Nixon from Styal PC	RS and AM	ASAP
Plan a strategy of target dates	RS and AM	ASAP
Investigate with venues over dates for proposed public meetings	AM and RS	ASAP
Complete grant application to MYlocality/Community	RS	When applicable costs investigated

Roger Small
Chairman
21st December 2016