

Meeting of Handforth Neighbourhood Plan

Steering Group

Meeting of: Handforth Neighbourhood Plan Steering Group, held on Tuesday 17th January 2017 at 6:30pm, The Youth Centre, Old Road, Handforth.

Minutes

Present: A Comiskey Dawson, R Small, D Pincombe, R Higham, B Shenton, S Moore, G Aspinall, M Bishop, C Samson, A Murdoch.

17. To receive apologies for absence.

None.

18. Minutes of the meeting held on 20th December 2016

Roger Small noted that the CEC consultation deadline for application to designate a neighbourhood area had been extended to 23rd January 17.

Also read out letter to Styal PC and their response.

Site CS49 would remain on the group's agenda.

Noted that CEC had withdrawn their grant funding for the production of neighbourhood plans, and that many other local parish councils had also lost out on this funding.

Minutes of last meeting were approved

19. The secretary reported that at the last meeting of Handforth Parish Council, the council have now adopted formal terms of reference which fully recognise the NP Steering group, and its financing through the Parish Council through the RFO. Also the council had allocated the £7,000 from the current financial years budget, which was ring fenced, into sponsoring the group into producing the plan.

20. Greg Aspinall updated the group on the activities from the recent protest meeting regarding site CS49. He confirmed on Saturday 21st January, there was to be a photoshoot for the local paper with the Hands off Handforth Greenbelt group.

21. Roger Small noted that the publicity shot had gone out to the local media, and circulated a piece written by Lisa Reeves. He also noted that the Guardian had also mentioned the NP group in a small article. Future publicity, especially that surrounding the public consultation days would be sent out to both Lisa Reeves and MEN and Guardian newspapers, advertised

- on the Parish Council website and Facebook pages, and also appear on the Parish Council notice boards around the village, as well as notices in shop windows.
22. Robin Higham presented the final draft of the constitution for the steering group at the meeting which was duly signed by the secretary and all members present. This will be scanned and circulated to all members.
 23. Roger Small indicated that if necessary the Grange school could be used as an extra public consultation meeting venue.
The group voted in favour of having three public consultation meetings.
The quotes received by Chris Samson and the Secretary, concerning printing and leaflet distribution costs were discussed. The lowest valued one was selected for printing and leafleting of the consultation questionnaire. Key dates and times and some further contents were agreed.
 24. The secretary noted that the website was now live and could be found at <http://www.handforthnplan.org>
 25. The grant application is ready for submission and this led to the development of a strategy planner which was circulated at the meeting. After speaking to My Community, Roger Small was informed that because of the NCGV being built in Handforth, it was likely that the NP would be considered complex, and that the group could apply for further funding of £6,000.00.
 26. The Holmes Chapel NP was close to completion and, at the beginning of their plan, Roger Small indicated that they had included an introduction with definitions of a neighbourhood plan and its place in the planning process. Robin Higham made input (re: recent ministerial statement) to our draft introduction prepared using the Holmes Chapel model. Roger Small then consulted with Tom Evans of CEC who agreed to check the draft.
 27. Draft Chapters produced by Roger Small were to be added to the website, with an indication to invite feedback and comment.
 28. Alan Murdoch had received quotes from a number of town planners interested in engaging with the Handforth NP group as consultants, it was decided that a small group invite these consultants along for interview with a view to appointment.
As well as town planning consultants the group was made aware of the possible need for appointing a traffic management consultancy . IT was noted that it was not necessary to appoint an ecological or conservation / heritage consultant, as Handforth Parish Council had already commissioned an Ecology survey, and this was available to use.

The date of the next meeting will be determined ASAP

Close of meeting. At 20:18

Action	By Whom	When By
Check availability of the Grange School for consultation date	RS	ASAP
Engage the Leaflet Team to print and distribute questionnaires	The Secretary	ASAP
Submit the grant application to My Community	RS	ASAP
To complete the traffic sections of the draft introduction	DP	When Applicable
Publicise Consultation meeting dates	The Secretary	ASAP
Meet with potential consultants.	AM RS and the secretary	30/01/2017
Investigate with venues over dates for proposed public meetings	AM and RS	ASAP
Meeting with Tom Evans at HYC on 26/01/2017	All	26/01/2017

Roger Small
Chairman
18th January 2017