

**MEETING OF THE STAPLEY AND DISTRICT NEIGHBOURHOOD PLAN STEERING GROUP,  
HELD ON 9<sup>TH</sup> FEBRUARY 2015 AT STAPELEY COMMUNITY HALL, SPAPELEY, NANTWICH**

**PRESENT:**

Matthew Theobald, (Chair), Jo Hillman, Noel Wagstaff, Val Ingram, Martin Malbon, Peter Groves, John Davenport, Andrew Thomson, Pat Cullen

Thomson.

**Apologies**

Mary Hennessey-Jones, Sue Pritchard, Andrew Cliffe

**Agenda Items**

1. Peter Groves appointed as note taker.
2. Apologies for absence were received from Mary Hennessey-Jones, Sue Pritchard and Andrew Cliffe.
3. Conflicts of Interest (Non Parish councillors) – None.
4. Declaration of interest – None
5. Approval of Minutes of meeting held on 26<sup>th</sup> January 2015 – Approved
6. Consultation with Andrew Thomson

Andrew introduced himself and gave a brief resume of his 42 years in Planning.

- The Steering Group has been allocated 20 days of his time and he confirmed that his primary role was to help and guide.
- He went through the background for Cheshire East Council setting up its Local Plan Task Force and confirmed that he was involved in looking at Spatial Distribution for the Task Force.
- He confirmed that he was happy to garner information and disseminate to the Steering Committee and to be there as a support and where necessary “hold the group’s hand” to ensure we are heading in the right directions.
- He was asked to clarify what constituted the “20 DAYS ALLOCATED”. He responded by saying that that evenings meeting and the preparatory work undertaken beforehand constituted a half day.
- He also confirmed that he was happy to draft policy and to feedback what was being put in to the Local Plan that would affect us especially now that Cheshire East Council was revisiting its strategic sites and allocations.
- He was asked to specifically comment on the plan we have put together and on the timeline. Andrew promised to come back to the Group with this thoughts and comments. He will ensure that the statutory periods are put in and will also show Cheshire East Council our first suite of policies in due course.
- He chaired the Bunbury Parish Plan in 2014 (Bunbury NPG.org).
- Andrew will bring copies of the Plan when he next joins us and advised that the Questionnaire utilised was on the Bunbury Website.

- He confirmed that the “Parish Plan” can form part of our evidence together with a “Housing Needs Survey” if one had been done.
  - He was keen to promote the Neighbourhood Plan utilising such mediums as The Church’s Magazine / Village Magazine to put articles in, to say what we are doing, and to put a table up outside the Co-op one Saturday when the weather improved.
  - He advised that Wax Wing Marketing in Frodsham can put excellent “Questionnaire Packages” together.
  - Andrew will communicate thoughts and ideas through the Chair who will then disseminate through the Group.
  - Andrew confirmed that he would peruse the Draft Questionnaire and will “tweak” the questions as and when necessary.
  - He was keen to stress that the questions are “our” questions and should have the Group’s stamp on them.
  - He confirmed that if necessary, advice could also be sought from Cheshire Wildlife Trust on Wildlife corridors etc. Their charging rate was £150 per day.
  - The Steering Group will have access to funding when the “Locality Grant” is approved.
  - He also advised the Group to:-
    1. Keep a record of local Appeal Decisions as they will influence Cheshire East Council going forward.
    2. To ensure that our Questionnaire reflected “a reasonable slice of the Population of Stapeley”.
7. Consultation Questions. Andrew advised utilising the Questionnaire from the Website and putting a “Stapeley Flavour” to the Questionnaire.
8. Using the Parish Newsletter – Andrew suggested putting a “Taster Advert” in the PN with an explanation of what we were doing with a note to say the Questionnaire would follow shortly.
9. He also suggested utilising:-
- a. The Co-op – Drop Boxes
  - b. Butchers
  - c. Schools/Parents’ evenings
  - d. Church
  - e. Local media such as Chronicle, Guardian, Nantwich News, Red Shift Radio etc.

He advises collecting questionnaires if possible and to use as many outlets as you can.

It was agreed in principle that we would send out the Questionnaires by the 16<sup>th</sup> March

- He suggested holding a Public Meeting when the Questionnaires were received back and Andrew confirmed that he would be happy to speak at such a meeting and deal with the neighbourhood Plan and its purpose.
- He advised that questionnaires should go out after half term but before Easter.
- In the middle of the two week consultation period put up a table outside the Co-op using a notice that said:-

“Your chance to have your say – get your questionnaire back”

#### 10. Next Meeting

Date of next meeting is 19<sup>th</sup> February at 8pm at the Methodist Chapel on Broad Lane, followed by a further meeting at the same time and location on the 24<sup>th</sup> of March

For anyone who has not been before, the car park is behind the Chapel and can be accessed from Bishops Wood.

Andrew confirmed that he would be available to attend on the 24<sup>th</sup> March at 7:30pm, also to be held at Broad Lane Methodist Chapel.

The Chair thanked Andrew for his input and guidance.

The meeting was then formally closed by the Chair.