

MEETING OF THE STAPELEY AND DISTRICT
NEIGHBOURHOOD PLAN STEERING GROUP

HELD ON 21 JULY 2015 AT BROAD LANE METHODIST CHAPEL,
AUDLEM ROAD, NANTWICH

PRESENT:

Parish Councillors:

Jo Hillman (temporary chair) Martin Malbon, John Davenport

Volunteers:

Pat Cullen, Val Ingram, Sue Pritchard

Consultant:

Andrew Thomson

1. Sue Pritchard appointed as note taker
2. Apologies for absence: Peter Groves, Matthew Theobald, Noel Wagstaff
3. Conflict of interests (non-Parish Councillors) – None
4. Declarations of interest – None
5. Approval of minutes of previous meeting held on 8th July 2015

It was noted that the spelling on ‘Conwy’ needed amending.

6. Printing of draft plan

Further to this item being discussed at the most recent parish council meeting; it was agreed that 500 copies of the draft plan should be printed. It was suggested that the same ‘look and feel’ as the first consultation document should be utilised in printing; but that the paper weight could be made lighter as this document will have considerably more pages. It was further agreed that the Draft Plan must be agreed by the Parish Council before going to print. Distribution should be arranged for as soon as is practically possible once the printing is complete, and the electronic version and printed version should be available at the same time, and for the same period of time. It was also agreed that the Parish Newsletter should be used to inform all residents of the forthcoming Draft Plan.

7. Launch event

It was suggested that for the launch of the consultation period for the Draft Plan, that similar events to the launch of the first consultation be held; that is, a ‘stand’ outside the Co-op on a Saturday during the first week of the consultation, and one in the last week of the consultation -possibly also using the community hall if it is available at the appropriate time. The consultation period lasts for 6 weeks. The closing date for the second consultation should be a Monday morning, as before. During this period the Draft Plan must also be sent to all interested parties – land-owners, developers, for example, as well as statutory bodies. (The Clerk of the Parish Council has a list of recipients.) The

committee also discussed the possibility of a public meeting after the amendments arising out of the second consultation had been included and approval has been received from Cheshire East Council. It was agreed that committee members should talk to any local landowners that they know, to engage them in the process; and also to gather contact details for circulation of the Draft Plan (eg mail or postal address; or both).

8. The press and public were excluded from the meeting prior to the next agenda item.

9. Housing Needs Report

Firstly it was agreed that this should be called a 'Housing Needs Assessment (HNA)'.

The Parish Council and subsequently the Steering Group were in receipt of three quotations from Housing Needs Assessment providers as a result of a brief that had been sent out by the Clerk to the Parish Council. The Steering Group was asked to prepare additional questions for the three companies, in order to receive comparable quotes.

It was discussed that the Housing Needs Assessment should comprise two parts as follows:

Firstly it should analyse statistical evidence of the housing stock already built in the parish; with reference to the five types of housing stock identified in the first consultation, and in addition, other factual evidence such as planning applications received, planning applications approved, houses for sale in the parish. This should provide a complete picture of the current situation.

The second part of the assessment should be designed to explore parish residents' aspirations for their future housing needs/requirements in order to ensure that this evidence is available to inform the plan.

In order to make progress on this item, Pat Cullen offered to put together a draft brief to submit to the Parish Clerk who would pass these to the three companies. This will also include the rationale for requesting a re-quote. Pat will circulate this to the committee as soon as he is able.

It was agreed that the companies should submit their amended quotes by 10 August (for the Neighbourhood Plan Steering Group meeting), at which stage it will be decided whether it is necessary to invite them to a meeting; or whether to proceed straight to appointment.

10. The Press and public were readmitted to the meeting.

11. Neighbourhood plan policies

Four policies were discussed: Transport and Infrastructure, Landscape and Environment, Amenity and Well Being, and Housing. It was agreed the no further work should be done on housing until we have the HNA.

The committee were actioned to think about areas within the parish that could be identified as being of particular amenity, including historical interest. Val offered to investigate the history of the Parish.

It was also agreed that Val Ingram would pass the Landscape and Environment survey on to Sue Sherwood for her comments.

12. Any Other Business

A discussion took place regarding a letter received by the Parish Council from Harris Lamb. It was agreed that copies of the letter should be sent to Cheshire East and Cheshire Community Action for their comments.

The committee felt it would be appropriate for the Parish Clerk to respond to the letter along the lines already proposed by the Clerk, and including ' We were pleased that your client accepted our invitation to come and make a presentation to our committee on (14th May 2015) and we welcomed your client's observations. There will be further opportunities for comment during the Regulation 14 consultation'.

Invitation to Town and Parish Councils to a presentation regarding proposed changes to the Local Plan. To be held in Macclesfield on Monday Aug 3rd.

Andrew has agreed to attend specifically representing the view that Stapeley & District Parish Council has not been consulted on omission sites prior to this amendment; and that the omission site in Stapeley in the local plan has apparently had a change of status with no explanation. Could the Parish Council have some clarification on this?

Date of next meetings

10th August and 3rd September 2015.

receof recipients). these