

Neighbourhood Plan Steering Group

Meeting 26th January 2016

9.30 am Main Hall Congleton Town Hall

In attendance

David McGifford – Chair (DM)
Andrew Thomson (AT)
Cllr Bob Edwards (BE)
Cllr Amanda Martin (AM)
Cllr Paul Bates (PB)
Peter Minshull (PM)
Laura Tilston(LT)
Glyn Roberts (GR)
Tim McCloud (TM)
Jackie MacArthur (JM)
Steve Foster (SF)

1. Apologies

Apologies were received from David Watson, Peter Aston and Jenny Unsworth

2. Minutes

Minutes from the meeting 8th December were approved without amendments

3. National Local Policy update

AT advised that the Planning and Housing Bills went through government 19/1/2016, key points are :-

- Group needs to have regard for changes in the development of the N Plan
- More Community representation into the Local plan process is required
- Government are still supporting N Plans but they are still reliant upon the local authority demonstrating a 5 year housing supply
- CEC have a current issue with approved permissions not being built at acceptable rates and are taking this to the Minister and the Local MP's C Simpson from CEC will be in attendance at this meeting.

4. Route Map / CEC Local Plan (see attachment)

The route map presented by A T was accepted and the following actions were agreed

- A T to arrange meetings with thematic groups to support the development of draft policies within a consistent framework.
- Meetings could be between the chairs and key members of the group rather than the whole group
- AT to develop and coordinate representations to CEC re Local Plan in March, representations could come from the Town Council and the various groups working on the N Plan

5. Timetable of meetings

Initial group meetings to be arranged by Andrew and to take place **in February** with follow up meetings early **to mid March**

All draft policies from groups with evidence base to be completed ahead of the steering group meeting at the end of March – **DM to forward date and time of meeting**

Steering Group to meet in mid April to agree format of third questionnaire which will promote the proposed policies to the third stage of the consultation process- **DM to forward date and time of meeting**

Early September – Steering Group to review consultation feedback

Early October – Steering group to revise plan with view to submission

6. Draft Policy Framework (see attachment)

7. Funding –

DM advised that there was still funding available to support the groups and that he would work with Andrew Thomson to identify future budgetary requirements to ensure adequate funding was accessed.

Current areas that may require funding

- 3rd questionnaire
- Publicity
- Printing costs
- Maps
- Highways technical workshop (Peter Minshull)

8. Preliminary results of questionnaire – (see attachment)

J M advised that over 900 responses had been received to the 2nd phase of consultation which closed at midnight on the 25th January 2016. The attached report shows electronic responses, written responses to be added with the final report being completed shortly.

The findings are showing a very strong endorsement to the proposed policies that are being developed and no major surprises are emerging.

9. Mapping requirements

As item 7 funding

10. Current issues

- JM advised that more people had made contact with regards to becoming involved with the N Plan, it was agreed that these needed to be contacted to see if and how they could be accommodated - **Action DM and JM to make contact**

11. AOB –

- AT advised that CEC were developing “Design Guides” for development, this is not currently in the public domain but it was felt that when appropriate the Steering Group should receive a presentation outlining the guidelines. **Action AT to advise**
- PM advised that he had completed first draft of a brief for the travel survey (see attachment) **Action** it was agreed that AT would support PM to help progress this piece of work within the group