

# CHELFORD NEIGHBOURHOOD PLAN

## MINUTES OF STEERING GROUP MEETING HELD 26<sup>TH</sup> JUNE, 2018 at 7:00p.m. at Chelford Parish Hall, Knutsford Road, Chelford.

Present: Councillors B. Brindley (Chairman), L. Hunt, G. Willis, D. Wilson.  
Mr. C. Howlett, Mr. R. Massey.  
Dr. E. M. Maddock - Clerk & Responsible Financial Officer, Chelford Parish Council.

1. **APOLOGIES FOR ABSENCE** - Cllr. A. Boon, Cllr. B. Affleck, Mr. P. Skelton.

2. **DECLARATIONS OF INTEREST** - None.

3. **MINUTES** -

The minutes of the last meeting, held 12<sup>th</sup> June, 2018, had been previously circulated to all members of the Neighbourhood Plan Steering Group.

**16/18/NP Decision a) That the minutes of the meeting held 12<sup>th</sup> June, 2018 be confirmed as a correct record and signed by the Chairman.**

**Proposed: Cllr. D. Wilson**

**Seconded: Cllr. G. Willis**

**All in favour**

4. **WILDLIFE & HABITAT SURVEY** -

The Clerk reported that Cheshire Wildlife Trust had acknowledged the information forwarded following the last Neighbourhood Plan Steering Group. It was anticipated that the final report would be available in the near future.

5. **PREPARATION OF NEIGHBOURHOOD PLAN POLICIES** -

It was reported that a working group had met to discuss the scope of the main policy areas and to prepare an initial draft of the first policy to test whether the proposed format was appropriate. The draft policy had been forwarded to Cheshire Community Action for review and feedback recommendations were being addressed. It was considered that the approach adopted was successful and that this should be used to progress each of the policy areas. It was acknowledged that a review will need to take place after the policies have been drafted to ensure the all relevant cross references between evidence and policy documents have been included.

6. **FUTURE ACTIVITIES RELATING TO DRAFTING OF NEIGHBOURHOOD PLAN POLICIES** -

Members agreed that a further working group meeting should take place to progress the development of policies. It was also suggested that one piece of work could involve reviewing each of the main policy areas to identify the specific policy points which needed to be addressed.

7. **TO REVIEW PROJECT PLAN** -

It was acknowledged that there was a large quantity of work to complete to meet the current target date for compiling the draft Neighbourhood Plan, however, it was considered that this was still a realistic target.

8. **RECOMMENDATIONS TO PARISH COUNCIL** - None.

9. **MEETING ACTIONS** -

The following actions were agreed.

**17/18/NP Decision a) That the Clerk ask Cheshire Wildlife Trust for a target completion date for the Wildlife and Habitat Survey.**

**b) That Cllr. D. Wilson lead a working group to develop policies relating to housing.**

**c) That Cllr. G. Willis lead the development of a list of specific policy points to be included within the main policy areas.**

**d) That the Clerk arrange a venue for the next Steering Group meeting.**

10. **DATE OF FUTURE MEETING** -

Members confirmed the date of the next Steering Group meeting as: Tuesday 17<sup>th</sup> July, 2018 at 7:00p.m.

The meeting was closed by the Chairman at 8:03p.m.

Signed: .....

Approval Date: 17<sup>th</sup> July, 2018