

**Minutes of a Meeting of Audlem Parish Council Planning Sub-Committee  
to discuss the setting up of a Neighbourhood Plan (NP)  
held in the Committee Room, Audlem Public Hall on Tuesday 22<sup>nd</sup> July 2014 at 7 pm**

**Present:** Cllr Jones, Cllr G Seddon, Cllr Johnson, Cllr Christie, Cllr Hill, Cllr P Seddon, Cllr Down

**Also present:** Cllr Furber, Cllr Higham, Cllr Siddorns

**Member of the public:** Bob Cartwright

Cllr Jones outlined the purpose of the meeting of the Planning Sub-Committee plus any other Councillors who wished to attend, which was to:

- define the neighbourhood to be included in the NP;
- determine the composition of the Sub-Committee and the Steering Group and;
- determine the next steps.

**1 Define the Neighbourhood Area (NA)**

Discussion took place about whether the NA should be just Audlem or include other parishes, for example Hankelow and/or Buerton. Questions asked included:

- As Audlem is a Local Service Centre (LSC) would this mean that adjoining parishes' housing allocations would be built in Audlem?
- Do the suggested 80 – 100 houses designated for Audlem include adjoining parishes?
- Can we define Audlem as a NA and then later join with other parishes?

Following this discussion, it was proposed by Cllr Furber and seconded by Cllr Christie that the NA should be limited to the parish boundary of Audlem. It was unanimously agreed for the following reasons:

- Audlem is identified as an LSC with specific housing requirements in the CEC Local Plan;
- Consultation thus far has only been with Audlem Parish;
- The link with review of the Parish Plan as there is a lot of similarity in what will need to be reviewed;
- Link the NP to the Parish Plan to avoid consultation fatigue and;
- The Parish Newsletter and AOL already exist to aid consultation.

**2 Composition of the NP Sub-Committee and the Steering Group**

Discussion took place about the roles of the Sub-Committee and the Steering Group. It was agreed that the Sub-Committee would start the NP process off until the Steering Group was formed, when it would cease to exist.

It was proposed by PJ and seconded by FMC that the composition of the NP Sub-Committee should be the Planning Sub-Committee, plus any volunteers. This was agreed, with one abstention. Cllrs Higham and Siddorns volunteered to join.

It was agreed to invite two members of the PP Group to join the Steering Group when it was formed

Discussion then took place about the possible working groups that would be required by the Steering Group. These included Finance, Policies, Site Allocations, Communication and Design.

It was suggested that the Village Design Statement could be used to inform the process.

### 3 Next Steps

The following steps to be taken were agreed:

- The Parish Council will notify Cheshire East of the NA to be covered by the NP, together with a map;
- To look further into funding streams;
- To follow up on those residents who have expressed an interest in being involved in the process of forming a NP;
- To further publicise the need for volunteers to come forward;
- The Clerk to write to all village organisations to say that Parish Councillors would attend their meeting to explain more about the NP process;
- To have a stall under the Buttermarket on a regular basis to heighten the awareness of the NP process;
- Cllr Higham to explore the possibility of using Tressider's as a drop-in centre during the week.
- Cllr Johnson to create a poster for the summer competition;
- To check to see whether CEC's assistance includes legal advice as well as planning advice;
- To consider whether a paid administrator is required during the process as the work is over and above that required of the Clerk. This item to go on to the Parish Council Agenda for 1 September;
- To consider the use of the Public information screens to provide updates.

The meeting closed at 8.15pm