

**Minutes of a Meeting of Audlem Parish Council  
Neighbourhood Planning Sub-committee  
Held in Audlem Public Hall on Wednesday 24<sup>th</sup> September at 7.00pm**

**Present:** Cllrs. Jones, P Seddon, Down, G Seddon, Siddorns

**Also Present:** John Heselwood, Cheshire Community Action

44     **Apologies for Absence:** Cllrs Christie, Johnson and Higham

45     **Cheshire Community Action (CCA)**

45.1   John Heselwood (JH) explained that CCA had an ongoing contract with Cheshire East Council (CEC) to provide support to the front runners for the Residents First Neighbourhood Plan (RFNP). In Audlem's case this was 20 seven-and-a-half-hour days (150 hours) and he (JH) was our dedicated officer. His area of interest is community engagement. Two Planners were already contracted by CCA, with another interview taking place the following week. Once the Steering Group was formed and had identified its strengths, CCA would be able to 'plug the gaps'. If there are significant issues, eg the Strategic Environment Assessment, then CEC must get involved.

45.2   JH stated that Tom Evans was going to be CEC's link man for RFNP, but that he was now very much involved in CEC's Local Plan and was pretty stretched. However, he would be able to dip in and out of the NP process. Although he would not be able to attend all meetings, he will be able to attend if required.

45.3   JH explained that other councils in the RFNP Front Runner Group were at differing stages of their NP process and that Audlem was among the furthest forward. He stated that some councils are holding 'developer days', ie meeting potential developers. Cllr Jones explained that Audlem is still awaiting the result of the Gladman appeal and another is due to take place in January. Until the outcome of these is known, it's difficult to know how to proceed.

45.4   Cllr Siddorns queried how the NP fitted in with CEC's Local Plan. JH explained that the NP has to conform with the Local Plan which, in turn, has to conform to the NPPF. JH went on to say that CEC's Local Plan should be approved by the time that Audlem's NP moves forward. It is not necessary to repeat items already contained in the Local Plan if Audlem is happy with them. The Independent Examiner would determine whether the NP conforms to the relevant policies. Any subsequent challenges from developers would be dealt with by CEC.

45.6   Cllr G Seddon asked whether the December deadline set by CEC for completion of Site Allocations was realistic. JH commented that CCA are not sure.

45.7   JH explained what the next steps are:

- engagement of the community (obviously very good so far);
- determine the skills needed on the Steering Committee;
- as far as possible, get the right people on the Steering Committee to match those skills and have the capacity to undertake the NP process;
- use a project plan (the Planning Aid Service one is very good);
- look at existing information from the Parish Plan, Village Design Statement, Housing Survey, etc to identify common themes;
- ensure that everyone in the community has a chance to engage – young, old, businesses, land owners, etc.

45.8   JH finished by stating that he would be in contact from time to time to get updates on progress. Cllr Jones thanked him for his attendance and JH left the meeting.

46 **Minutes of the Neighbourhood Planning Sub-committee meeting held on Tuesday 9<sup>th</sup> September 2014**

Proposed as a true record by Cllr Down, seconded by Cllr Siddorns

47 **Matters arising**

Cllr Jones reported that there was still no response as to whether any developments in adjoining parishes affect Audlem's quota of new houses (Min 29.2)

48 **Volunteer Group meetings**

Cllr Jones stated that she had collated all the information provided by the attendees at the first session on 16<sup>th</sup> September. Useful skills and areas of expertise had been identified. A second meeting had been held today for those who could not be present. Once the information from that meeting was available, the Steering Committee could be formed. Cllrs Down and Siddorns, who both attended the first meeting, stated that the presentation was clear and concise and that there had been plenty of feedback from those present (as had been the case in the second meeting).

49 **Composition of Steering Committee**

To be determined at the next meeting

50 **Funding requirements and grant application**

Cllr Jones reported that she was struggling to complete the online application form and was waiting for the RFO to send her an online copy of the latest bank statement.

51 **Consultation and communications exercises**

Cllr Jones reported that she and Cllr Johnson had spoken to the Audlem children at Brine Leas and that over 100 children had attended. Feedback forms had been handed out and completed and the children had asked for a further talk after Christmas. Cllr Down asked what happens to the evidence on the NP is made – where is it kept?

Discussion took place about the judges for the Summer Competition. A number of suggestions were made and Cllrs Down, G Seddon and P Seddon agreed to follow these up. Prizes were discussed and it was agreed that commemorative plaques should be bought and that the 12-18 age group should have cash or equivalent prizes of £50 and the other two age groups should be £25 and the parents of the winners asked to suggest a suitable prize.

It was agreed that Cllrs G Seddon and P Seddon were asked to review whether any of the presentation slides be used for inclusion on the Public Information Displays

52 **Correspondence/information received**

52.1 Cllr Jones reported that she had attended a meeting of Stapeley PC the previous day and that they had set up a working group prior to having a public meeting.

52.2 Cllr Jones stated that the closing date for the Neighbourhood Area application was today and that a comment had been received by CEC from United Utilities.

53 **Date of next meeting**

Tuesday 30<sup>th</sup> September, in the Public Hall Committee Room at 7pm.

The meeting closed at 8.25pm