

**Audlem Neighbourhood Plan  
Steering Committee**

**Minutes of 30 October 2014 meeting**

Present: Heather Jones (chair), Steve Amies, Roger Cole, David Griffiths, Roland Hall, David Higham, Monique Hollinshead, Geoff Seddon, John Stead, Carolyn Whittingham

Apologies: Steve Elliott

In attendance: John Heselwood, Cheshire Community Action

**Action**

1) Q&A with John Heselwood

John responded primarily to previously submitted questions. These questions and answers provided by John are appended to the minutes. The major items of discussion that developed were:

- a) The issue of 'fast tracking' specific development sites. It was concluded that such 'fast tracking' is not practical, not least because identification of sites in isolation would have no legal standing. Accordingly, it was concluded a concise NP needs to be developed as a whole, as swiftly as practical.
- b) To get started, the Steering Committee needs to progress on a number of fronts:
  - agree a methodology to be adopted. To this end JH agreed to forward two templates for consideration, prepared by Cheshire East and CCA respectively. **JH**
  - decide on the key issues to be included in the NP. To this end, everybody to rank the six issues they see as most important and forward to HJ by 3 November, for collation and discussion at the next meeting. **All, by 3 November**
  - collate existing information and data. It was noted the Parish Plan & Village Design Statements are available on Audlem online. David Higham, who holds all the background data to the recent Housing Needs Survey, agreed to circulate the data and a synopsis. **DH**
  - test the above with the Community before firming up and subsequently developing policies to address the agreed issues and calling for sites for consideration
- c) One possible contribution to meeting housing requirements is infill. JH agreed to find out whether estimates of future infill availability could be made and included in the required total. **JH**
- d) When considering issues and policies to be included in the plan, the two watchwords should be sustainability (what the community needs now and in the future) and deliverability.

- 2) Administrative assistance  
At this stage, needs are unknown. To ensure availability at short notice, it was agreed that the Parish Council be asked to approve an allocation, in principle of up to £1500. **HJ**
- 3) Finance & grant reporting  
It was agreed Geoff Seddon would take responsibility **GS**
- 4) Summer competition  
It was reported there were six winners. David Higham volunteered to contact the owners of Painted Blue to ask about the possibility of suitable 'cups' being made. It was agreed presentations should be made at an appropriate public gathering. **DH**
- 5) Communications  
It was agreed to ask Steve Elliott to head up communications. SE to respond at next meeting. **SE**
- 6) Vice Chair  
HJ informed the meeting that a Vice Chair needs to be appointed and that he/she should not be a member of the Parish Council.  
Nominations /volunteers required at the next meeting. **All**
- 7) Woodcote Neighbourhood Plan  
Members were recommended to 'Google' and read the above plan, implemented by a village of similar size to Audlem, as a possible template. **All**

**Date of next meeting:** Wednesday 12 November at 7pm