

## **Frodsham Neighbourhood Plan Steering Group Meeting**

Wednesday 27th July 2016 at 5.00pm Castle Park House

Attendees

Mark Warren Interim Chair, Resident

Caroline Ashton, FTC

Liam Jones FTC

Peter Vickery Chair Resident

Gill Hesketh, Support and Admin, Resident

Apologies from: Alex Villiers

### **Minutes**

The minutes of the last meeting were agreed, and actions from the last minutes discussed. PV was welcomed back and chose not to chair the meeting whilst still recovering.

Bank account application:

The Co Op bank has sent a long list of additional information required before they would open an account for the NP. The meeting agreed that getting the required information was impractical and decided to continue with the current arrangement of Frodsham Town council holding the NP budget. GH to email Co Op and explain we won't be continuing with our application.

Draft Grant Application:

This can now be finalised with the FTC's bank details, but needs an updated quote from Cheshire Community Action because the current one is out of date. GH to contact CCA to request a new quote.

Website Proposal:

Jack Watson had responded to the questions raised at the last meeting, namely it would take 6 to 8 weeks to build the website, and the monthly maintenance fee starts when the website is up and running. In view of this information the group decided to ask Jack to start building the site.

"Frodsham Snapshot":

The data from CWaC's website (the "Frodsham Snapshot") was discussed. MW noted several interesting items in relation to the NP: additional demographic information from MW was emailed later. The main points were:

- Frodsham has an elderly demographic
- Younger people are moving out of Frodsham and older people are moving in
- Frodsham house prices are lower than average in comparison with the CWaC area
- It is in the lowest sector for deprivation measures
- It has slightly higher than average education levels
- Residents rated the quality of life higher than the average
- Concerns about traffic congestion in Frodsham were higher than the average

CA noted the data was from the census in 2011, and that it related to Frodsham as a whole rather than individual wards, so may not be current or representative.

Identifying issues;

The group undertook an exercise to identify issues in relation to the NP's stated aims, and reviewed the information and suggestions from Richard Thresh at CCA.

The group concluded the following should be the headings of the NP;

- Built Environment

(including housing and "local character")

- Economic Development

(including retail, small business development and visitor economy)

- Community Facilities

(community organisations and community buildings)

- Transport and Accessibility

(including physical access and IT)

- Recreation and Leisure

Next Steps;

MW offered to develop a template for writing policies to bring to the next meeting when the group would draft a policy together. The group would then seek feedback from RT before continuing to draft further policies. It was agreed that an additional meeting on Wednesday 3<sup>rd</sup> August should take place to facilitate this.

Action from this meeting:

ACTION	OUTCOME
GH to contact Co Op bank	Email sent 28/7
GH to request updated quote from CCA	Email sent 28/7
GH to finalise grant application	
GH to contact Jack re starting website	Email sent 28/7
MW to draft policy template	issued

The meeting closed at 6.45pm.

Next meeting: 5<sup>th</sup> August 5.30pm Castle Park House - NOTE; THIS IS AN ADDITIONAL MEETING

Following meeting dates are:

10<sup>th</sup> & 24<sup>th</sup> August 2016

14<sup>th</sup> & 28<sup>th</sup> September 2016

12<sup>th</sup> & 26<sup>th</sup> October 2016

9<sup>th</sup> & 23<sup>rd</sup> November 2016

14<sup>th</sup> December 2016