Frodsham Neighbourhood Plan Steering Group Meeting

Friday 6th January 2017 at 2.30pm Castle Park House

Attendees:

Peter Vickery, Chair, Resident

Liam Jones, FTC

Caroline Ashton, FTC

Mark Warren, Resident

Alex Villiers, Resident

Adam Wordsworth, Resident

Gill Hesketh, Support and Admin, Resident

No Apologies

The minutes of the last meeting were accepted with the correction that Liam Jones did not attend and gave his apologies.

The outcomes of actions were:

GH provided information for the update of the website to the developer on 19th December.

All schools had been emailed

LJ had gained agreement from a regular poster of photos on Facebook to use his photos on our site. It was suggested a bank of photos could be lodged in our dropbox.

PV still drafting presentation for FTC

LJ had set up Twitter (@Frodsham_Plan) and Facebook pages and asked the developer to link them to the FP site.

Accessing maps via FTC not yet actioned

MW suggested a good example of a "fly by" 3D map was Barons Quay

Library of documents is growing, and some will be put on website.

Website:

The website had still not been populated with the information sent to the website developer on 19/12/16. In addition, a further invoice for £32 had been received for maintenance of the website. The meeting agreed the level of service being received from the website developer was very unsatisfactory and was causing embarrassment to the steering group and undermining the credibility of the Plan. PV will send an email to the

website developer expressing our concern and explaining the production of a *complete* website is time critical for the public meeting in February; and the request to link the Twitter & Facebook pages to the site is essential and needs actioning immediately.

Public event 11th February 2017

The Parish Room has been booked for 11th February.

Discussion took place about the purpose and expected outcomes of this event, which were:

- To update the community on progress so far
- To explain the process of creating the Plan
- To inform the community about the role of the Steering Group
- To explain the constraints of the Plan – what it can and can't influence
- To generate momentum and enthusiasm for the Plan within the community.

A wide-ranging discussion followed about the content and format of the displays, the following were agreed:

- People should be greeted at the door
- The vision and aims should be displayed, and it should be made clear they are based on information from the last event
- A short presentation should be given every 30minutes on what a NP is and the role of the Steering Group
- Each display board should have a specific theme
- Social media should be used to create interest, and possibly some posters. A banner advertising the event should be put up as soon as possible
- Maps of the green belt / council owned land should be used
- There should be some facts displayed e.g CWaC's "snapshot" information
- A "mythbusters" display was suggested, explaining what the Plan can and can't do
- Copies of other NPs should be available e.g. Helsby's
- It should be clear what the next steps are and that there will be another event.
- It was suggested a paper copy of the survey should be available
- The website should be available on the day – either through projection or on laptops

AOB:

None

Action from this meeting:

ACTION	OUTCOME
PV to email website developer to express our concerns	
GH to check if Parish room has Wi Fi and	No Wi-Fi in the hall, but may be

a projector	able to access Cash 22's Wi-Fi. A projector is available, but will need setting up if we want it
PV to contact Helsby High and offer them a slot to describe the findings of the survey	
PV to draft presentation for FTC	
PV to contact Pammi to find out where the banner is	
GH to collate a piece on what an NP is	
PV & GH to find out about accessing maps via FTC	
All to think about appropriate displays for event	

The meeting closed at 4.30pm.

An extra planning meeting for the public event was agreed for

13th January 2017 2.30pm Castle Park House

Following meetings:

20th January 2017

3rd February 2017

17th February 2017

 Note: Public event 11th February 2017