

Frodsham Neighbourhood Plan Steering Group Meeting

Friday 13th January 2017 at 2.30pm Castle Park House

Attendees:

Peter Vickery, Chair, Resident

Liam Jones, Resident, FTC

Caroline Ashton, Resident, FTC

Mark Warren, Resident

Alex Villiers, Resident

Gill Hesketh, Support and Admin, Resident

No Apologies

The minutes of the last meeting were accepted. The outcomes of actions were:

The website developer has uploaded the content to the website in response to PV's email.

No WiFi is available at the Parish Hall, but we may be able to access Cash 22's Wi Fi next door.

There is a projector available, but will need setting up.

PV is in contact with Helsby High to agree a time slot for the students' presentation

PV tabled his draft presentation to FTC

PV still to contact Pammi re banner

GH not developed "what is a NP"

PV & MW accessed the FTC mapping site, with little success.

Website:

The website has been populated with the content sent in December and the Facebook & Twitter account are now linked to the site. The promised scrolling images on the home page are not in place. The meeting agreed to pay the invoice provided the scrolling images of Frodsham on the homepage were in place. The web developer also offered several dates to train the Steering Group on how to edit and update the website ourselves; the SG chose 3rd Feb at 6pm as the most suitable date. See actions below.

Draft presentation to FTC

PV's draft presentation was discussed. The meeting was happy with the content, and suggested the power point slides should contain only bullet points. CA agreed to proof read and re jig the presentation.

Public event 11th February 2017

PV, GH ,CA, LJ said they would be available all day for the event; MW and AV could make part of the day. GH suggested if the hall is free on Friday 10th February we should book it to set up and make sure we know how to work everything, the meeting agreed.

A discussion followed on what displays and activities should take place, several items were agreed:

A timetable / running order should be drawn up

All attendees should be recorded and asked for their contact details

The Vision & Aims should be displayed

Enlarged copies of the Eddisbury Sq photos should be used to grab attention

An area with seating should be arranged for presentations

Hard copies of Helsby's Plan and possibly other NPs should be available, also documents like the Local Plan and Town Design Statement

Suggested themes for display boards were

This is what you told us

This is what we've done

What is a NP

Evidence we are missing

Where now / What next?

Discussion also took place on having paper copies of the short survey available, and directing people to the website. Overall the consensus was to inform the community, answer their questions and keep it simple.

GH to work on the layout & content of displays for the next meeting.

AOB:

GH asked the SG to confirm for Richard Thresh the areas we want him to investigate the ownership of; a further area was added between Bradley and Watery Lanes

Action from this meeting:

ACTION	OUTCOME
GH to contact website developer and agree 3 rd February for training and explain invoice would be paid once scrolling images were in place.	Email sent 14/1/17. On 15/1/17 the website developer responded saying the scrolling images were part of the editing process and requested his invoice be paid by 23 rd January
CA to revise presentation to FTC	
GH to consider content & layout of public event.	

The meeting closed at 4.30pm.

Following meetings:

20th January 2017

3rd February 2017

17th February 2017

Note: Public event 11th February 2017