

Frodsham Neighbourhood Plan Steering Group Meeting

Friday 3rd March 2017 at 2.30pm Castle Park House

Attendees:

Peter Vickery, Chair, Resident

Liam Jones, Resident, FTC

Alex Villiers, Resident

Gill Hesketh, Support and Admin, Resident

Mark Warren, Resident (from 3.30pm)

Apologies: Caroline Ashton, Resident, FTC

The minutes of the last meeting were accepted. Actions 1, 3 4 & 6 were completed

Chair

PV explained he wished to relinquish the chairmanship of the Steering Group on medical advice. He still wants to be involved with the SG but not as Chair. The meeting agreed to ask for volunteers to support the production of the Plan; the specific skills needed were identified as project management skills, web administration and research skills.

Grant and finances

GH reported that an "end of grant report" had been completed and submitted to Groundwork. The grant was a total of £5060.00 of which £2595.70 had been spent; a sum of £2464.30 is to be returned to Groundwork.

The current spend from the FTC 16/17 budget of £ 3000.00 for the Neighbourhood Plan stands at £2650.79. FTC have allocated £3000.00 for 17/18 for the Plan.

The Steering group can now apply for further grants from Groundwork once the forward plan costs are agreed.

Information displays:

GH reported she had asked the health centre, library and community centre if they would allow a small information stand and pull up banner to be displayed in their premises; all agreed. The health centre suggested Monday to Wednesday between 9 and 11am were their busiest times, the library said Saturday mornings and Tuesdays were busy, both said they would like the display to be staffed so questions can be answered. The community centre did not require staffing, we can put a display in the foyer for all users to see.

All SG members to bring their availability for staffing the display to the next meeting.

Housing needs survey

Discussion took place about commissioning a housing survey; MW expressed concern that there would be duplication of information and cited some data was already available through CWaC. GH had spoken to John Heselwood from Cheshire Community Action who had run housing surveys for other NP's, the meeting agreed to invite him to our next meeting to discuss the issues relating to running a local housing needs survey.

Assets of community value

PV tabled a paper that suggested that all local groups (sports clubs, scouts, community groups etc) should be contacted to see if they wanted to register their premises or piece of land as an "asset of community value" so they can be incorporated into the final NP. GH to ask CWaC planning how much "extra" protection registering and including an asset conveys.

AOB:

Two new pull up banners have been received to great approval; the meeting wished to thank Mallie Poulton for his help with the banners.

The meeting wanted to remind the public that meetings were open to all, and acknowledged that local representatives should be specifically invited to any meeting.

The meeting closed at 4.50pm

Next meeting on Friday 17th March at 2.30pm at Castle Park House. All welcome.

NOTE: subsequent meeting times & dates will be confirmed to ensure the core group can attend, possible future timing are Thursdays 5pm to 7pm.

Action from this meeting:

ACTION	OUTCOME
1.GH to draft email asking for volunteers	
2. GH to invite John Heselwood to meeting	Email sent 6/3/17, John can attend next meeting
3. GH to contact planning re assets of Community value	Email sent 6/3/17
4. GH to send invite to Andrew & Lynn to next meeting	Email sent 6/3/17
5.PV to collate report on event	ongoing

6.PV to check feasibility of regular update in Frodsham Life	ongoing
7.ALL to review format of other NP's.	ongoing