

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

Monday 21st August 2017 at 1.30pm Arts Centre

Attendees:

Peter Vickery, Resident

Caroline Ashton, Resident, FTC

Steve Carmody, Resident

Lynn Carmody, Resident

Martin Maris, Resident

Gill Hesketh, Support and Admin, Resident

Apologies: Mark Warren, Liam Jones

The minutes of the last meeting were accepted. Actions 1,2,3 & 4 were complete, actions 4 & 5 are ongoing.

### Website

MM had been liaising with the website manager to continue the revamp of the site: all agreed it was looking much better. MM offered a timetable of tweets and /or posts which he had completed for September, the group agreed to a slight change of wording for the tweets. A process for managing tweets & posts was discussed and the following protocol was agreed: each meeting will agree the following two week's tweets / posts which will then be sent to James for him to schedule or upload. This allows for scrutiny and agreement of all social media output.

The update for the news section of the website was agreed.

MM also suggested we should brand any communications and circulated a suggested logo that could be added to any document, comments for next meeting please.

MM reminded everyone who had agreed to their photo being on the website to write a short biography to accompany their photo.

### Employer visits

The list of employer visits was reviewed, a reminder email is to be sent to those SG members who haven't completed their surveys, and SC agreed to visit Happy Bunnies Nursery and Helter Skelter. MM will check with Pickup Butchers if he is now running the business breakfast club, and see if we can do a short presentation to them.

## Writing policies

The draft notes from the Housing Policy & Economic Development policy were discussed and amended.

The remainder of the meeting was dedicated to drafting the “Transport & Access” policy. As parking is a recurring theme in feedback we are getting, PV had sourced and circulated some useful information about incorporating parking & traffic issues into any NP. Woodcote NDP was cited as a good example: [www.woodcote-online.co.uk](http://www.woodcote-online.co.uk).

Draft notes will be available to the core group for discussion at the next meeting.

The next meeting will consider Community Wellbeing policy.

## AOB:

GH explained we need a list of all clubs, societies and any Body that may be interested in attending an Asset of Community Value session before booking venues and agreeing dates.

The meeting closed at 3.30pm

Next meeting; **MONDAY, 4<sup>th</sup> SEPTEMBER 1.30pm at the ARTS CENTRE.**

Subsequent meeting; Monday 18<sup>th</sup> September, 1.30pm Arts Centre

Action from this meeting:

ACTION	OUTCOME
1. GH to draft Transport & Access policy notes for circulation	Sent 23/8
2. MM to continue to manage JH and the website development	
3. Reminder email to visit identified employers	Sent 23/8
4. GH, PV & SC to source list of clubs etc	