

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

Tuesday 27<sup>th</sup> November 2018 at 1.30pm Castle Park House

### Attendees:

Chris Burrows, Resident

Mark Warren, Resident (until 2.35)

Caroline Ashton, Resident FTC

Ashley McCraight, Resident

Martin Maris, Resident

Andrew Rowe, Resident

Peter Vickery, Resident

Gill Hesketh, Support and Admin, Resident

Apologies: Steve Carmody, Lynn Carmody.

The minutes of the last meeting were accepted, GH & CV have not yet drafted the twitter schedule for January

### Twitter Schedule for December

MM had circulated the draft schedule and asked for further suggestions. GH & CA to draft schedule for January.

### AECOM Update:

Feedback on the initial draft of the Masterplanning report had been sent to AECOM. In order to get the level of detail required for the identified sites there needs to be a “design standard” report. GH has arranged for the extra funding from AECOM to include design standards in the report being prepared.

### Draft policies:

After much discussion and feedback a final format for writing policies was agreed, GH to circulate. All to re draft their policy into the agreed format and send to GH & PV. PV offered to edit all the contributions, and is developing the overall draft Plan.

### Communications strategy and public consultation:

There was a debate about whether the steering group were required to conduct a six-week consultation before the draft plan was submitted to the LPA, GH to ask the LPA. GH also to ask LPA for good examples of consultation strategies other Plans have used.

An outline strategy for public consultation was agreed;

- Initial leaflet campaign: leaflet to outline the draft Plan and invite the community to two public events to discuss the draft. This information will also be on the website
- Two public events, one day time, one evening to talk face to face with the community
- A structured questionnaire asking for specific feedback on draft policies to be posted out to every household in Frodsham

AOB

GH had received an email forwarded from FTC from an organisation offering free aerial photographs, MM has offered to pursue this.

The meeting closed at 3.30pm.

Next meetings;

Tuesday 11th December 2018 at 1.30pm

Monday January 7th 2019 at 6.30pm

Tuesday 22<sup>nd</sup> January 2019 at 1.30pm

Tuesday 29<sup>th</sup> January 2019 at 1.30pm

All at Castle Park House

Action from this meeting:

ACTION	OUTCOME
1. GH to send circulate revised pro forma	Email sent 27/11/18,
2. All to re draft statements for their policy in the revised format	
3. GH to check if 6-week consultation is required	Response from LPA confirms 6-week consultation is required, information circulated 28/11/18
4. GH & CA to draft twitter schedule for January	