

Minutes

Lymm Neighbourhood Plan

Core Group Meeting 6

Held at: Lymm Village Hall – Council Chamber
26 October 2017 at 7.30

Present: Councillor Anna Fradgley, Councillor Robert Barr, John Brotherhood, Derrick Clarke, Jonathan Cooper, Valerie Foreman, Jonathan Foreman, Iain Legge, Dr Natalie Palmer, Martin McKeivitt,

In attendance: Andy Openshaw, Lucy Hughes, Lewis Denton

Agenda Items

1. Apologies

Mel Dwyer

2. Declaration of Interests

Councillor Bob Barr declared that he had been approached by G L Homes.

Councillor Anna Fradgley declared that she would be objecting both as a resident and on behalf of residents to the proposed development at Tanyard Farm

3. Approval of last minutes

The minutes of the Core Group meeting held at Lymm Council Chamber on 12 October 2017 were approved as a true and fair record of the meeting.

4. Action points from previous minutes

The following action points were carried forward to the next meeting:

- JF, VF to prepare draft Declaration of Interests policy for circulation at the next meeting.

Signed.....Chair Dr Natalie Palmer

Page 1

Date.....

5. Correspondence

Lucy Hughes from CCA attended. The Core Group had prepared a list of relevant questions by email prior to the meeting and Lucy addressed each point.

It was noted that Lymm's Neighbourhood Plan needed to be in conformity with Warrington Borough Council's Local Plan and that WBC had a statutory duty to support Lymm's Neighbourhood Plan. The Core Group's Declaration of Interests Policy and cohesion with the Extended Group was discussed. The early creation of a template for the Lymm Neighbourhood Plan document was recommended, together with a Consultation Statement. Steps would be taken to follow a process to ensure LNP was evidence based. It was reported that having a Neighbourhood Plan would ensure that 25% of the SIL would be spent locally in Lymm.

Lucy recommended that the group produces a vision statement and objectives statement as our next key step.

It was reported that an article would need to be prepared for the Lymm Life deadline of 7 November.

It was reported that Peel Holdings had set up cameras to conduct a traffic analysis on Rushgreen Road and Higher Lane over the half term holidays however it was stopped as they had not completed the appropriate consultation.

It was agreed that a meeting with Joanne McGrough at WBC should be arranged to facilitate liaison with WBC.

It was agreed that an item would be put on the agenda for the next meeting of the Parish Council to request funding for CCA to liaise with WBC in regard to the interaction of the Local Plan and the Neighbourhood Plan.

Action

- NP / JF / VF to arrange meeting with WBC
- JF to provide information for the PC agenda

6. Funding

Jonathan Cooper presented the first draft project timetable. This will be used as the basis for the grant application.

It was agreed that the group would apply for grant funding so that it is in place by the time the Lymm Neighbourhood Plan Group was recognised.

Action

- JF to prepare a budget based on the project timetable.
- JF to support Amanda Riley in applying for grant from My Communities.

Signed.....Chair Dr Natalie Palmer

Page 2

Date.....

7. Legal Matters

A discussion was held on whether members of the core group could object to planning applications. The advice from BB and AF was that this is acceptable because any conflict of interest would be declared. There will be further consideration of this matter when the declaration of interest policy is considered.

A vote was taken to replace the Deputy Chairman.

It was agreed that Jonathan Foreman should be appointed Deputy Chairman of the Core Group.

Action

- **None**

8. External Communication

A document review procedure was discussed and it was agreed that there should be an author, checker and approver for all external communication documents, both paper and electronic, produced by the group ie questionnaires, newsletters, press releases, website pages and Facebook posts, social media.

Action

- **none**

9. Data management

Ongoing

Action

- **none**

10. Mapping

Ongoing

Action

- **None**

11. Website and Facebook

Andy Openshaw attended to report on the Group's Facebook page, it's set-up, the control of postings, and the approval process. Andy reported that the Facebook page had been set up incorrectly, that it could be converted and that the group would still have a record of interaction.

Action

- AO to rectify the Facebook error

12. Consultation

Questionnaire analysis was discussed and it was agreed that Andy should create a spreadsheet documenting the post codes and the answers to the yes/no questions and the ranking questions.

Action

- AO to create spreadsheet of post codes etc

13. Working Groups

Themes

Environment, Design and Character

Housing and Development

Transport

Economy

Social and Community Needs

14. Any other business

None

Action

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15. Date and place of next meeting

The next core group meeting to be held on Thursday 9 November at 7.30- 9.30 pm at Lymm Village Hall Council Chamber. Draft agenda to be circulated prior to the meeting.

The following future core group meeting dates had been agreed : 23 November 7, 14 December 2017.