

# Minutes

## Lymm Neighbourhood Plan

### Core Group Meeting 8

**Held at:** Lymm Village Hall – Council Chamber  
23 November 2017 at 7.30pm

**Present:** Councillor Anna Fradgley, Councillor Robert Barr, John Brotherhood, Derrick Clarke, Jonathan Cooper, Lewis Denton, Mel Dwyer, Jonathan Foreman, Iain Legge, Dr Natalie Palmer

#### Agenda Items

##### 1. Apologies

Valerie Foreman

##### 2. Declaration of Interests

Jonathan Cooper declared an interest in property with an open view over R18/008, R18/079, R18/101.

Lewis Denton declared an interest in property with an open view over R18/111.

Anna Fradgley declared an interest in property with an open view over R18/117, R18/118, R18/119.

Natalie Palmer declared an interest in property with an open view over R18/076.

##### 3. Approval of last minutes

The minutes of the Core Group Meeting held at Lymm Council Chamber on 09 November 2017 were approved as a true and fair record of the meeting. Derrick Clarke proposed the approval of the minutes and Jonathan Cooper seconded the approval.

Signed.....Chair Dr Natalie Palmer

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#### 4. Action points from previous minutes

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

- **JF** to support Amanda Riley in applying for the grant from My Communities
- **All** complete question analysis on spreadsheet circulated by JB

#### 5. Correspondence

Nothing to report

##### **Action**

- None

#### 6. Funding

LPC were thanked for the approval of the budget of £2,500 for the current financial year.

The LNP budget presented by JF for the current financial year was approved and shall be used as the basis of the grant application.

JF explained the choice of technical support that may be available. It was agreed that the two reports to be applied for are “Heritage and Character Assessment” and “Urban Design”.

##### **Action**

- JF to support Amanda Riley in applying for grants
- JF to submit a budget for 2018/2019 to LPC

#### 7. Legal Matters

It was agreed Lewis Denton fills the vacancy on the working group.

JB to circulate a procedure note on how and where to store documents once the One Drive account is set up.

##### **Action**

- **JB** prepare a note on document storage on One Drive.

#### 8. Project Plan

NP, LD, JF and Lucy Hughes from CCA met with Michael Bell and Joanne McGrath from WBC planning department on 21 November. LNP gave the WBC representatives a copy of the project plan. WBC confirmed they would provide information to assist the development of the Neighbourhood Plan. It was agreed that regular meetings should be held.

Signed.....Chair Dr Natalie Palmer

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JB, BB,IL &DC to will form a mapping team to use the GIS information provided by WBC to produce maps relevant to the NP.

DC to produce a schedule of topics which overlap between the 5 themes.

All those residents that offered time or skills to the group have been emailed and their details entered on the spreadsheet hosted by BB.

**Action**

- JB, BB, IL, DC meet to discuss maps
- DC prepare a schematic showing the interaction between the 5 themes.

## 9. Publicity /Website etc

JC will revisit the sanctuary café to assess the floor area available in the café and in the adjoining church. JF to forward details of the display boards etc to JC.

The list of admin and editors to the Facebook group were discussed it was agreed that this should be reduced to the following JB, AO, NP. VF to be added as moderator.

It was agreed that the terms of reference, the declaration of interest policy and all press releases should be published on the website.

**Action**

- **JF** to email details of display boards to JC
- **JB** to request AO changes the Facebook admin etc

## 10. Consultation

Progress on the data input from the questionnaires was reviewed and work was allocated to complete the task. The findings will be consolidated in to a report and summarised in a newsletter to residents. Vision and strategic focus will be discussed at the next meeting.

**Action**

- **All** complete the data input from the questionnaires

## 11. Working Groups

Themes

Environment, Design and Character

In addition to the reports available under the grant scheme, it was suggested that a visual impact assessment should be undertaken and that important views from roads and busy footpaths need to be identified.

Signed.....Chair Dr Natalie Palmer

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Housing and Development  
Transport  
Economy  
Social and Community Needs

## 12. Any other business

None

### **Action**

- **None**

## 13. Date and place of next meeting

The next core group meeting to be held on Thursday 7 December at 7.30pm to 9.30 pm at Lymm Village Hall Council Chamber. Draft agenda to be circulated prior to the meeting.

The following future meeting dates have been agreed 12 October, 26 October, 9 November and 23 November.

Signed.....Chair Dr Natalie Palmer

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