

Minutes

Lymm Neighbourhood Plan

Working Group Meeting 16

Held at: Lymm Village Hall – Council Chamber
5 April 2018 at 7.30pm

Present: Councillor Anna Fradgley, Councillor Robert Barr, John Brotherhood, Derrick Clarke, Valerie Foreman, Jonathan Foreman, Martin McKeivitt, Andy Openshaw

In Attendance:

Agenda Items

1. Apologies

Lewis Denton, Mel Dwyer, Rev Beverley Jameson, Iain Legge

2. Declaration of Interests

None

3. Approval of last minutes

The minutes of the Working Group Meeting held at Lymm Council Chamber on 22 March 2018 were proposed by AO and seconded by MMcK 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/AO** to implement permanent display at Sanctuary Café
- **AO** to incorporate Post-it Note summaries in the consultation day report
- **VF** circulate finalised summary document of topics to the Extended Group so they can express interest in any sub group they wish to join
- **LD** to find standard wording for permission/copyright for use of photographs

Signed.....Chairman Jonathan Foreman

Page 1

Date.....

- **ALL** provide three to four sentence commentary for the consultation day report before the next meeting AO to circulate link to document for update.
- **JB** to contact High School with requirements to move forward journey survey project
- **AO/AF/AR** post link to Survey Hero on parish council website
- **JF** to draft newsletter outline

5. Correspondence

DC had sent a lot of information to AECOM for the Heritage and Character Assessment. JF had circulated an outline of AECOM’s scope of work and a link to an example report to the working group. The programme of work normally happens over the timeframe of three months. It was reported that Lymm was one of only 50 Neighbourhood plans to received this type of Technical Support from AECOM.

The next meeting with WBC has been postponed to the beginning of May at WBC’s request.

Action

- **JF** to confirm date of the next meeting with WBC

6. Funding

New funding period starts 1 April 2018. The criteria for obtaining additional technical support has changed. An initial review indicated LNP could be eligible for additional support if the working group commits to including a design code in the Neighbourhood Plan. It had already been agreed at a previous meeting that a design code was required for the plan, so the application will be made for this element of Technical Support.

Action

- **JF** to finalise expenditure report for the period to 31 March 2018
- **JF** to liaise with AR over funding from the Parish Council
- **JF** to review changes to the application process for funding from Locality

7. Legal Matters

Nothing to report.

Action

- **None**

8. Project Plan

A revised project plan will be required to support the application for funding.

Action

- **DC, JB and JF** to prepare revised plan

9. Publicity / Website etc

Display boards and snap frames have been purchased to display posters around the village.

Regular posts are required for the Facebook page.

Action

- **AO** to finalise display in sanctuary cafe.
- **AO** to post on Facebook

10. Working Groups

Themes

The invite to the extended to group to be made as soon as possible. MMcK has arranged a meeting with Livewire regarding leisure provision.

Action

- **VF/JF** finalise document for circulation to extended group

11. Any other business

None

Action

- **None**

12. Date and place of next meeting

The next core group meeting to be held on Thursday 26 April at 7.30pm to 9.30 pm at Lymm Village Hall Council Chamber. Draft agenda to be circulated prior to the meeting.

Signed.....Chairman Jonathan Foreman

Page 3

Date.....