

Minutes

Lymm Neighbourhood Plan

Working Group Meeting 18

Held at: Lymm Village Hall – Council Chamber
24 May 2018 at 7.30pm

Present: Cllr Anna Fradgley, Cllr Kath Buckley, Cllr Robert Barr, John Brotherhood, Derrick Clarke, Mel Dwyer, Valerie Foreman, Jonathan Foreman, Rev. Beverley Jameson, Iain Legge, Martin McKeivitt, Andy Openshaw

Agenda Items

1. Apologies

Mel Dwyer, Lewis Denton

2. Declaration of Interests

Cllr A Fradgley and Cllr R Barr had been approached regarding the potential development at the end of Pepper St. Mel Dwyer was acting in a professional capacity to provide advice with regard to the potential development at the end of Pepper St.

3. Approval of last minutes

The minutes of the Core Group Meeting held at Lymm Council Chamber on 26 April 2018 were proposed by IL and seconded by BJ as a true and fair record of the meeting.

Signed..... Chairman Jonathan Foreman

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4. Action points from previous minutes

The following action points, in order of priority were carried forward to the next meeting:

- **Theme Groups** to produce a summary of their review of available evidence for next meeting
- **JB** to supply contribution to consultation day report
- **AO** to finalise consultation day report
- **JB** to progress school journey project
- **VF/JF** to prepare content for posters and newsletter

5. Correspondence

None

Action

- None

6. Funding

JF reviewing the new grant application requirements from Locality. He had arranged to meet Amanda Riley to progress this.

Action

- JF/AR to complete grant application

7. Legal Matters

Cllr Kath Buckley was introduced as a new Parish Council representative on the Working Group. Cllr Bob Barr would continue to attend as an observer.

AO updated the group on GDPR. The working group has a basis for retaining personal information under the Locality Act as it is preparing a Neighbourhood Plan for Lymm. AO reminded everyone of their responsibilities in this area and the importance of data security. If anyone loses a device or suspects a security breach of a device which may contain personal data related to the Working Group they need to inform AO immediately.

Action

- **AO** to provide DC with an email address for LNP matters

Signed..... Chairman Jonathan Foreman

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8. Project Plan

The project plan is waiting information from the theme sub-groups.

Action

- Theme sub groups leaders to provide action plans.

9. Publicity / Website etc

Newsletter Posters etc were being prepared.

Action

- See action brought forward.

10. Consultation

The need to complete the consultation day document was stressed. Once it was completed the preparation of the plan document could begin.

Action

- See action brought forward

11. Sub Groups

Each sub group head provided a brief report on their progress in setting up a first meeting. It was agreed that for each future meeting the group heads would provide an attendance list, date of the meeting, together with a bullet point summary from the meetings. This should be circulated alongside the agenda for the subsequent meeting of the Working Group.

Each sub group head provided a brief report on their progress.

Environment, Design and Character

A meeting had taken place on 22 May. All attendees had varying levels of knowledge and were updated on the task ahead. The group had decided to meet monthly with rolling venues. The group went through a six point list of aims. There were no changes to the objectives with the exception of the desired addition of a Tree Policy

Action

KB/AF to check with **ST** at **WBC** the criteria for enforcement of any tree policy

Housing and Development

It was reported that **MD** had met individually with all five members. **IL** to agree with **MD** how he could be involved. **CCA** to be employed to review the housing mix needs.

Transport

JB had had a meeting with LP. Contact needed to be made with the High School IT department. Action needs to be taken now to prepare for the journey to and from school mapping project in September.

Economy and Employment

JF is handing over responsibility for this group to BJ who is setting up the first meeting of members. JF gave a presentation on the Economy Groups’ information requirements. The information had been circulated to all members prior to the meeting. A review of the information we have and the information we need would take place.

Action

JF to meet with JB to discuss the set up of the Economy Group.

Community, leisure and wellbeing

A meeting with members would take place at 10am on 5th June at Lymm High School. It was reported that James Birdsby from Livewire would assist with public health data and funding. MMcK and NP had had a meeting with Brookfield Surgery.

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 June 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 5 July, 26 July.