

# Meeting of Handforth Neighbourhood Plan

## Steering Group

Meeting of: Handforth Neighbourhood Plan Steering Group held on Tuesday 20<sup>th</sup> June 2017 at 6:30pm, The Youth Centre, Old Road, Handforth.

### Minutes

Present: A Comiskey Dawson, R Small, M Bishop, B Shenton, S Moore, G Aspinall, & D Pincombe.

66. To receive apologies for absence.

R Higham, A Murdoch & C Samson.

67. Minutes of the meeting held on 23<sup>rd</sup> May 2017

R Small noted that in recent communication A Murdoch had had with EoTN, EoTN were not going to carry out a strategic housing needs assessment as it had been originally thought. All the parks in Handforth would come under the classification of "Local Green Spaces". Claire Bradley was going to provide a methodology for describing non – listed heritage assets; she has sent R Small a link to Historic England's brochure and guidelines on this.

Minutes of last meeting were approved

68. The secretary took the group through the spreadsheet of the current finances; so far the group have received £13,700.00 of budgeted funds from HPC and a grant of £7,077.00 from MyCommunity / Locality. From 01/04/17 the group have spent £2,609.09 from the grant monies received, leaving a current balance of £18,167.91. There will be a further stage 2 payment to Kirkwells of £3,500.00 within the new few months as well as the costs of printing copies of the preferred option draft plan. The Secretary and R Small will review the need to call upon the remainder of the initial £9,000.00 full grant from MyCommunity / Locality in September 2017, and take into consideration the costs of further staged payments to Kirkwells, as well as consultation exercises and other costs which may be incurred.

Full spreadsheet below:

**HANDFORTH NEIGHBOURHOOD PLAN STEERING GROUP  
INCOME AND EXPENDITURE**

<b>DATE</b>	<b>PURPORT</b>	<b>COST</b>	<b>BALANCE</b>
30-11-16	Postage	2.20	-2.20
07-12-16	Travel Expenses	11.30	-13.50
21-12-16	Postage	1.10	-14.60
30-12-16	Stationary	6.00	20.60
03-01-17	Travel Expenses	7.45	-28.05
10-01-17	Allocated Funds from HPC	7000.00	6971.95
11-01-17	Neighbourhood Plan Website	34.45	6937.50
24-01-17	Postage	2.20	6935.30
25-01-17	Drop off Bins for Questionnaire Responses	25.00	6910.30
14-02-17	NP Questionnaire	932.50	5977.80
15-02-17	Telephone Usage by Chair	87.71	5890.09
16-02-17	Hire of the Grange	50.00	5840.09
20-02-17	Postage	2.20	5837.89
			5837.89
14-02-17	Earmarked for rollover into 17-18	5700.00	137.89
21-03-17	No Further NP expenditure to Date.		
01-04-17	Allocated Funds from HPC	13,700.00	13,700.00
05-05-17	Grant from MyCommunity / Locality	7,077.00	20,777.00
11-05-17	Telephone Usage by Chair	83.43	20,693.57
16-05-17	Kirkwells Stage One Payment	1,350.00	19,343.57
16-05-17	Conference / Exhibition Stands	568.95	18,774.62
07-06-17	A1 Map of Handforth	92.50	18,682.12
13-06-17	Leaflet Team Flyers and print of I & O Document	477.00	18,205.12
14-06-17	Postage	5.04	18,200.08
14-06-17	Survey Monkey I & O Questionnaire	29.17	18,170.91
19-06-17	Lever Arch Files	3.00	18,167.91

69. Report of A Murdoch's meeting with Andy Frost (Planning Consultant acting for EoTN) was circulated to all members at the meeting. (Included in members minutes, but to be redacted from the website version)

70. The Issues and Options documents have now been distributed to all members of the steering group, as well as all HPC parish councillors. The display board and I and O documents have been mounted and ready for use in the library and the questionnaires and answer sheets mounted on the neighbourhood plan website. The survey monkey version

of the document is also now live. Flyers are in the process of being distributed to every household and business premises in Handforth.

71. R Small showed a copy of the analysis sheet he had prepared in readiness for the return of all the I and O questionnaires.

72. The I and O flyers are currently being distributed. D Pincombe and S Moore are going to hand deliver some extras to as many business in Handforth as possible to ensure that they definitely receive a copy. The secretary will deliver to the high rise flats and gated communities this week. R Small has delivered flyers to the cottages on Blossoms Lane.

73. R Small circulated to the group the map of proposed Local Green spaces and had a completed TPO map and the assessment forms.

74. R Small referenced the Historic England documents for assessment of non – listed heritage assets which was linked by Claire Bradley.

75. R Small has received correspondence from a Mr Doug Hann with regards to the Knowle house site, a representative of Morris Homes was expected to attend the meeting, however failed to arrive. R Small has also been in correspondence with Kerren Phillips from Emerson’s regarding the wedge of land behind Handforth Hall, it was believed to be owned by Emerson’s as a wildlife barrier to the new care village development. This was not the case and Emerson’s have put the steering group in touch with, who they believe, to be the owners of the site. A letter has been sent.

76. Both D Pincombe and R Small have indicated that the Neighbourhood Plan group will require evidence of engagement with local young people as part of the preparation of the preferred option draft plan. There was discussion amongst the members about how best to achieve this. D Pincombe will speak to Wilmslow Neighbourhood Plan group to determine their course in youth engagement, M Bishop also agreed to contact Mike Marshall of CE Youth Support Services to determine if they could assist in any way. The secretary also agreed to speak to CE Youth support services as they are based close to the parish council offices.

The date of the next meeting is TBC, however it will be necessary to meet ASAP after the close of the I and O consultation period.

Close of meeting. At 21:05

<b>Action</b>	<b>By Whom</b>	<b>When By</b>
Contact Wilmslow Town Council NP group about youth engagement	DP	ASAP

Contact CE Youth Support Services about youth engagement with the Handforth NP	The Secretary / MB	ASAP
Close of I and O Consultation	All	Saturday 01/07/17
Analyse results from I and O consultation	The secretary / RS	Monday 03/07/17

Roger Small  
Chairman  
20<sup>th</sup> June 2017