

Meeting of Handforth Neighbourhood Plan

Steering Group

Meeting of: Handforth Neighbourhood Plan Steering Group held on Tuesday 26th September 2017 at 6:30pm, The Youth Centre, Old Road, Handforth.

Minutes

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

92. To receive apologies for absence.

R Higham.

93. Minutes of the meeting held on 29th August 2017

R Small noted that a date had now been set with the CE local transport planners, they will be holding a workshop with the neighbourhood plan group on Tuesday 3rd October at 4:00pm. Also noted was the revised date for the meeting with Andy Frost, planning consultant for the NCGV, this will be held on November 9th at 4pm, meeting at the Total Fitness café.

Minutes of last meeting were approved

94. The group reviewed the accounts for financial years 16/17 and 17/18:

HANDFORTH NEIGHBOURHOOD PLAN STEERING GROUP INCOME AND EXPENDITURE

16/17 DATE	PURPORT	COST	BALANCE
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.		
17/18			
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
15-08-17	Telephone Usage by Chair	68.90	18,099.01
16-08-17	Mileage Chair / secretary	18.00	18,081.01
12-09-17	Kirkwells - Preparation of PODP	3,500.00	14,581.01
12-09-17	Stationary (printer ink)	53.27	14,527.74
11-10-17	Return of grant underspend to MyCommunity	529.55	13,998.19
11-10-17	Printing of draft plan for reg 14 consultation	630.00	13,368.19
11-10-17	print and distribution of flyers for reg 14 consultation	290.50	13,077.69
Oct-17	2nd Grant from MyCommunity/Locality?	4,550.00	17,627.69

The secretary explained that whilst a modest sum of HPC allocated funds had been spent on developing the neighbourhood plan. The bulk of the costs had been recovered through the NP grant to MyCommunity / Locality. The initial grant of £7,077.00 had been underspent and £529.55 was to be returned shortly. A second grant application to MyCommunity / Locality has been submitted by the chair and secretary for £4,550.00 to cover the next six months' worth of predicted costs. Claire Bradley informed the group that the government had recently announced the next 3 years' worth of neighbourhood plan funding, which amounts to a total of £22.8 million. To be allocated to communities at £5.5 million per year.

https://www.planningportal.co.uk/news/article/521/planning_news_-_21_september_2017?utm_source=PPQ+Newsletter&utm_campaign=873e9b5c80-Newsletter_21092017_HTML&utm_medium=email&utm_term=0_734e0b63a9-873e9b5c80-7021045#one

95. CEC Call for sites update: HPC and HNPSG had both submitted requests for CEC's call for sites information; the map of sites advanced and the corresponding table were circulated at the meeting – together with an extract of the equivalent information from the Greater

Manchester Spatial Framework. R Small contacted the officer at CEC for the outstanding names and addresses of developers / landowners of which the group had no details for, in order to appraise them of the emerging neighbourhood plan. R Small was informed that this information was confidential. Claire Bradley commented that it was up to the developers / landowners to be aware of neighbourhood plans and that the group would not be criticised by the inspector for not having contacted them. It was agreed to put the call for sites information onto the neighbourhood plan website. Claire Bradley also noted that most of the sites were in the green belt and that these would have to go through the CEC green belt review. The proposed footpath behind Valley Drive was discussed; D Pincombe informed the group that Wilmslow TC had rejected the proposal outright. R Small noted that, in the Handforth NP, it was an addition to policy H18 to support the PROW improvement plan.

96. The group needed to double check the revised version of this document, additional content on the NCGV has been added by Kirkwells; this information is simply a reiteration of CEC's proposals and will not appear in the printed version of the draft plan. However, material of this kind can be added at the end of the Regulation 14 consultation period taking into consideration any release of information re: the master plan for the NCGV.

It was noted that Tom Evans needed to be contacted regarding the SEA/HRA screening process for the neighbourhood plan.

The document for Regulation 14 consultation will be presented for approval by HPC at its next meeting to be held on 10th October 2017.

The flyers, press release and comment forms were reviewed by the group. Changes needed to be made to the end date of the consultation, this needs to be set to Monday 27th November. This date needs to be altered on all the documents – flyers, press release, cover letters and response forms. Claire Bradley requested a copy of the CEC table of statutory consultees.

Claire Bradley informed the group that all comments needed to be individual and (although, not a must) HPC was to make recommendations on the comments. Every response from an organisation, resident and consultee needs to be recorded with their name and individual comment. Whilst HNPSG will make entries into the table, Kirkwells will make recommendations on the comments received. It was estimated that the group might receive 50 responses.

The idea of a public meeting on Regulation 14 consultation was discussed, and it was felt by Claire Bradley and the group that, rather than a formal presentation, it was better to run one or two drop in sessions during the consultation period

97. This item was briefly touched upon, as it forms a later part of the NP process, however Claire Bradley conformed that Kirkwells would prepare the basic conditions statement and that using material provided by HNPSG would formulate the statutory consultation statement. Claire requested that material be submitted to her in electronic form.

98. R Small circulated a plan for the proposed development of the Marks and Spencer site and also his draft comments on the proposal. It was agreed by the group that it would, with the permission of the Handforth Parish Council planning and environment committee, submit this as an HNPSG comment on the application.

The group have now received formal notice of CEC's draft CIL consultation period which runs until 6th November 2017. The draft charging schedule is based on a consultant's report carried out by Keppie Massie. If the draft charging schedule were to be adopted, the NCGV site will be rated at zero. Therefore no CIL money will be payable to the parish council. This raised a lot of questions by group members and will be discussed with HPC, who will have to seriously address this matter.

The date of the next meeting: TBC.

Close of meeting. At 20:03

Action	By Whom	When By
HPC meeting to approve initial draft NP for Regulation 14 consultation	All	10/10/2017
To contact Tom Evans to enquire as to the progress of the SEA/HRA screening	The Secretary	ASAP
Site visit with Andy Frost to NCGV	RS / AM	09/11/2017
Meeting with LTP East Transport planners	All	03/10/2017
Liaise with HPC regarding CIL consultation by CEC	The Secretary / RS	ASAP
Update flyers, forms and press release, and organise printing etc with The Leaflet Team	The Secretary / RS	ASAP

Roger Small
 Chairman
 26th September 2017