

## **Minutes of the Second Meeting on 22nd April 2015**

1. The Steering Group (SG) met for the second time on 22nd April. Those attending were Roy Brereton, Richard Chaplin, Cllr Susan Hardacre, Alison Kempski and Cllr Edward Lush. Apologies had been received from Merryn Shaw and Robin Tunney. The other two members had not responded.

2. Alison Kempski reported back on the progress she had made in identifying the aims of the SG. It was agreed that the SG was necessary, as a Neighbourhood Plan (NP) presented the best opportunity for the community to have a powerful say on what happens in the community and to exert real influence. She suggested an approach to establishing an overall vision and this was discussed and agreed for presentation at the next meeting in June. It was agreed that the SG should be enlarged and Sue Hardacre would use Tarvinonline to try to attract more members; Ted Lush would contact village groups and societies including the school to seek additional representatives. Alison Kempski would flesh out the steps the SG would need to follow in order to complete the Plan. The Tarporley “route map” would be a useful starting point. It was agreed that the final two steps on Alison’s list - identifying the key issues (and possible solutions) and establishing a timeline for action - could not be attempted until the first consultation exercise had been completed

3. The SG was starting to assemble relevant background documents including the CWaC Local Plan (Part One) Strategic Policies (see below) and Local Service Centre Background Paper. Richard Chaplin agreed to provide a copy of the Village Design Statement.

4. Sue Hardacre outlined her initial thoughts on a consultation and communications strategy. She had asked Tarvinonline if they could host a dedicated website where the SG could report what it was doing and seek comments and opinions. It was agreed that a Facebook presence should also be established. There was a debate about Twitter and it was agreed to try to find someone who was *au fait* with its use to advise on whether it would be an appropriate/useful medium for the SG to use. Sue Hardacre and Roy Brereton agreed to draw up a worked-up consultation and communications strategy for the next meeting in June

5. Ted Lush presented

- a copy of the CWaC Local Plan (Part One) Strategic Policies. Pet Twigg had been asked to identify the parts of the Plan with the most impact on Tarvin e.g. what does Key Service Centre mean and what are CWaC’s obligations as a result of designating Tarvin as a Key Service Centre; what does the Plan say about the target number of new houses and over what period; what other policies must the Neighbourhood Plan comply with? It was agreed Ted Lush would ask CWaC for their evidence to support the need for more houses in the rural area
- basic Census data for the old Tarvin parish area. Further work was underway on this and CWaC had been asked if data was available for Hockenhull and Prior’s Heys

- an overview of the area to be covered by the NP, based on the discussions at the first meeting of the SG. It was felt that this overview would support the SG's aim for the NP to be sustainable

6. Richard Chaplin presented his thoughts on the shape and scope of the final report. It was felt that this would help to identify more quickly where more research is necessary and what questions need to be posed to the relevant authorities or consultees. It was agreed Richard should develop this work further for the next meeting in June

7. The SG discussed and agreed a budget for the project as sets out below. The budget would be submitted to the Parish Council which would request the grant from CWaC and act as banker

		£
Room hire	48 hours @ £6.43 per hour	310
Public meetings	6 hours @ £10.71 per hour	65
Printing/photocopying	5000 @ 10p per sheet	500
Printing consultations and final documents		725
External consultants	35 hrs @ £150 per hour	5250
Website hosting fees and domain name		350
	<b>TOTAL INDICATIVE BUDGET</b>	<b>7200</b>

8. The SG agreed that Ted Lush should complete the official application to designate a Neighbourhood Area. After further discussion it was confirmed the area should be the whole new Tarvin parish area excluding (for technical reasons) Bruen Stapleford

9. Because of holiday commitments and the volume of work commissioned by the SG it was agreed not to meet in May. The next meeting of the SG would be on 11 June at 7.30 pm in the Small Room of Tarvin Community Centre

NB for personal reasons the Chairman requests that the meeting be moved to 10 June (same time and venue)