

**DRAFT - Notes of the Neighbourhood Plan
Community Steering Group Meeting
Monday 19th January 2015**

Present – Phil Baker (Chair), Cllr James Wilkie, Cllr Pat Hughes, Mary Eveleigh, Robina Hetherington.

In attendance – Peter Hamilton (Cass Associates), Nicky McMahon.

		ACTION
01.	Apologies for Absence Robin Hughes, Cllr Trish Derrrough, Terry Nolan	
02.	Declarations of interest None	
03.	<p>Matters arising from the meeting held on 15th December 2014.</p> <p>The notes were approved and the following updates given by PB;</p> <p>Item 04 Nothing further has been heard regarding this and it has not appeared on any CWaC agenda.</p> <p>Item 05 The draft NP document has now been presented to Full council. The Council received and considered for consultation the document entitled 'Draft Neston Neighbourhood Plan' and it was approved.</p> <p>Item 06 PB has contacted Planning Aid twice with no success. PH has now offered to chase this.</p>	PH
04.	<p>Report on planning for the consultation exercise due to start on 23rd January 2015</p> <p>A pro forma for responses is now on the NTC website</p> <p>A press release has been sent out to;</p> <ul style="list-style-type: none"> About my area Cheshire life Chester evening leader Cheshire Standard Daily post Trinity mirror group Cheshire news agency Ellesmere Port standard 	

<p>Evening Leader Cheshire news Neston community website Neston Library Neston Local</p> <p>An advert has been placed in the next edition of the Neston Local booklet.</p> <p>Leaflets and posters to advertise both the drop in sessions and to encourage responses to the draft consultation are being printed and will be ready for distribution w/c 26.1.15.</p> <p>There is the possibility of a radio interview with Radio Merseyside at the end of the month.</p> <p>2 drop in events are being held in the Town Hall on 31st January and 6th February; Banners are being ordered to advertise this event. A larger Map of the Neighbourhood plan area to be printed for display on open days together with a poster displaying the vision. A pdf of the map will also be available on the website. Posters displaying the Policies to be printed for display. Posters will be displayed on a A board outside the front of the Town Hall.</p> <p>DW, JW, PB & RN had a meeting to discuss the timetable for the consultation exercise. They identified 4 groups to be contacted.</p> <p>Statutory Consulties – A list of these has been provided by GT of Cass associates. Neighbouring authorities also need to be contacted as follows; Flintshire Wirral Burton Willaston CWaC It was decided that CWaC Cllrs need to be written to with a copy of the consultation draft. The Town Clerk will be requested to sign the letter.</p>	<p>PB</p> <p>PH</p> <p>PH JW/NM JW/NM</p> <p>PH</p> <p>PH PH PB/JW PB/JW PH</p> <p>JW</p> <p>PB</p>
--	--

	<p>Local Stakeholders – PB is working on looking at a map of the area and splitting this into areas. Volunteers, including Cllrs, are to be requested to post leaflets and posters (where required) to each area. Evidence of where leaflets have been posted will need to be kept.</p> <p>General Public – The general public will be reached and encouraged to give their responses via the advert in Neston Local, the 2 drop in sessions/open days and the leaflets/posters.</p> <p>Clubs, Society’s and others – These are to be contacted from the list produced by ME. Leaflets will be posted to these groups. NTC will provide envelopes and postage. JW mentioned hard to reach groups – he has spoken to NCYC and they are happy for their ‘Young Mums Club’ and ‘Out of Work club’ to be contacted and given copies of the leaflet.</p>	<p>ALL</p> <p>ME</p> <p>JW</p>
<p>05.</p>	<p>Planning for the analysis of community feedback</p> <p>PB emailed a timetable out recently; no changes have been suggested to this.</p> <p>Volunteers from the CSG will be required and will meet in the Town Hall to collate information. PH agreed that he should also be part of this process.</p> <p>PB will suggest some dates for NM to check Room hire availability.</p> <p>PH to see final compiled results to give advice on analysis.</p> <p>It was noted that any changes to the Neighbourhood Plan would have an impact on the Sustainability Appraisal.</p>	<p>ALL/PH</p> <p>PB</p> <p>PH</p>
<p>06.</p>	<p>Date of next meeting Monday 23.2.15 7.00pm to 9.00pm</p>	