

**CHELFORD NEIGHBOURHOOD PLAN**  
**MINUTES OF STEERING GROUP MEETING HELD**  
**17<sup>TH</sup> JULY, 2018 at 7:00p.m.**  
**at Chelford Parish Hall, Knutsford Road, Chelford.**

Present: Councillors B. Brindley (Chairman), B. Affleck, G. Willis, D. Wilson.  
Dr. E. M. Maddock - Clerk & Responsible Financial Officer, Chelford Parish Council.

1. **APOLOGIES FOR ABSENCE** - Cllr. L Hunt, Mr. C. Howlett, Mr. R. Massey.
2. **DECLARATIONS OF INTEREST** - None.
3. **MINUTES** -

The minutes of the last meeting, held 26<sup>th</sup> June, 2018, had been previously circulated to all members of the Neighbourhood Plan Steering Group.

**18/18/NP Decision a) That the minutes of the meeting held 26<sup>th</sup> June, 2018 be confirmed as a correct record and signed by the Chairman.**

**Proposed: Cllr. D. Wilson**

**Seconded: Cllr. B. Affleck**

**All in favour**

4. **STEERING GROUP MEMBERSHIP** -

The Clerk reported the resident who was potentially interested in joining the Neighbourhood Plan Steering Group had declined the offer to join the group. Given current progress with the development of the Neighbourhood Plan it was not considered, at this time, essential to recruit a new member.

5. **WILDLIFE & HABITAT SURVEY** -

The Wildlife and Habitat survey had been previously circulated to members of the Neighbourhood Plan Steering Group. It was considered that the survey had provided useful evidence to support proposed policies and helpful recommendations for inclusion within the Neighbourhood Plan. The survey also highlighted that sites adjacent to the parish boundary had an impact upon the wildlife and habitats within the Parish.

6. **PREPARATION OF NEIGHBOURHOOD PLAN POLICIES** -

It was reported that a working group had met to discuss the housing policies and the feedback received from Cheshire Community Action. Preliminary work has commenced in respect of the other policy areas which will be structured in the same way as the housing policies. Consideration will need to be given as to whether policies should make reference to green gaps, management of trees and hedges and provision and management of public rights of way.

7. **FUTURE ACTIVITIES RELATING TO DRAFTING OF NEIGHBOURHOOD PLAN POLICIES** -

Members agreed that a further working group meeting should take place to progress the development of policies. Advice will be sought from Cheshire Community Action during the drafting process to ensure that intended objectives and policy wording are appropriate.

8. **TO REVIEW PROJECT PLAN** -

Members considered that the initial, short term, focus should be the development of the policies. Upon completion the project plan can be reviewed and amended as appropriate to address the remaining tasks.

9. **RECOMMENDATIONS TO PARISH COUNCIL** - None.

10. **MEETING ACTIONS** -

The following actions were agreed.

**19/18/NP Decision a) That the Clerk ask Cheshire Wildlife Trust for high quality copies of maps contained within the Wildlife and Habitat Survey.**

**b) That Cllr. D. Wilson lead a working group to develop remaining policies.**

**c) That Cllr. D. Wilson ask Cheshire Community Action for advice relating to whether green gaps should be addressed within the Neighbourhood Plan.**

**d) That the Clerk arrange a venue for the next Steering Group meeting.**

11. **DATE OF FUTURE MEETING** -

Members confirmed the date of the next Steering Group meeting as: Wednesday 15<sup>th</sup> August, 2018 at 7:00p.m.

The meeting was closed by the Chairman at 8:15p.m.

Signed: .....

Approval Date: 15<sup>th</sup> August, 2018