

# Eaton Neighbourhood Plan

## Meeting Minutes



Date:	Mon 14th August 2017 – 19:30
Location:	Eaton Plough
Attendees:	<ul style="list-style-type: none"> <li>➤ Steve Waltho (SW)</li> <li>➤ Tamsin MaCormack (TM)</li> <li>➤ Neil Thorpe (NT)</li> <li>➤ John Bradburn (JB)</li> </ul>
Apologies:	<ul style="list-style-type: none"> <li>➤ John Goodwin (JG)</li> <li>➤ Andy Mitchell (AM)</li> </ul>
Minutes completed by:	Neil Thorpe

Agenda item	Points discussed
Welcome	Welcome and thanks were expressed for attending. Apologies were declared from John Goodwin and Andy Mitchell.
Review of previous meeting	<p>Since the last formal meeting on 15/05/17 there has been a disappointing break in meetings due to holidays and personal circumstances however the group felt that the Plan project now needed to move back into full swing and for things to be taken forward quickly.</p> <p>All actions from the last meeting were discussed:</p> <p><b>ACTION:</b> John G/Tamsin to upload this report onto the website for public reading. <b>All completed</b></p> <p><b>ACTION:</b> Neil to type up and for these to be then published on the relevant pages of the website. <b>Typed up but not uploaded for public domain, NT to now send to TM to upload</b></p> <p><b>ACTION:</b> Steve to produce this and John G to add relevant imagery, before printing and putting up on the village noticeboard. <b>All completed</b></p> <p><b>ACTION:</b> Steve to liaise with Tom and invite him to a meeting with the Plan team on a date to suit both parties. <b>This is proving problematical however Steve will ask further.</b></p> <p><b>ACTION:</b> All members to research other Local Neighbourhood Plans to identify any best practice. <b>All completed and taken forward at today's meeting.</b></p>

<p>Updates</p>	<p>Due to the large interval between meetings the group focussed on recapping where we are up to in terms of the Neighbourhood Plan process and how we can all contribute to the Plan moving forward. It was duly agreed that we need to prioritise producing a draft Plan itself whilst simultaneously seeking information, advice and guidance form Cheshire East and potentially other local villages who are much further forward in their own Plan projects.</p>
<p>Commencement of producing the Eaton Neighbourhood Plan.</p>	<p>We studied a selection of other local Plans (both 'Made' and 'Draft' versions) and after discussion it was agreed that we could definitely produce certain sections ourselves, utilising the broad range of skill-sets we have within the existing team. We determined that certain (more formal) sections of a Draft Plan required external support and expertise however after looking at these other Plans we felt confident to commence writing and researching our own literature in the short-term.</p> <p>In line with this Steve update the group on the recent challenges experienced in trying to seek support from Cheshire East. Steve will now endeavour (potentially with Tamsin) to attend one of the regular Local Plan drop-in sessions held by Cheshire East to move forward, and hopefully ask a representative to attend one of our meetings themselves.</p> <p><b>ACTION:</b> Steve to liaise with Cheshire East to ask for further support.</p> <p>Local housing needs, based upon recent reports published, and local development in nearby Congleton were further discussed. Such information is crucial in being considered for the final Plan and JB kindly agreed to research this further in the interim process before the next meeting.</p> <p><b>ACTION:</b> John Bradburn to research local housing development proposals and forward across to all, and to also provide an overview at the next meeting.</p> <p>The key themes and sections of these other Plans were discussed and a draft overview was agreed between the group that would suit the Eaton draft Plan. Such headings agreed were:</p> <ul style="list-style-type: none"> <li>• Background of the ENP</li> <li>• Timeline</li> <li>• The ENP boundary</li> <li>• History of Eaton</li> <li>• Heritage</li> <li>• Eaton today</li> <li>• Milestones</li> <li>• Development statistics</li> </ul>

	<ul style="list-style-type: none"> <li>• The Vision for Eaton</li> </ul> <p>Tamsin agreed to commence writing draft text for certain areas of these headlines and John Bradburn agreed to research and produce text in relation to the housing development data. Steve agreed to concentrate on the boundary section and Neil agreed to liaise with a local villager who specialises in the historical aspect of the village to concentrate on this section.</p> <p>In their absence it was agreed that we would also ask Andy to help with any Census research and collating or producing photographic materials for the Plan, and for John Goodwin to help with the writing and the production of the documents themselves to produce professional versions.</p> <p><b>ACTION:</b> All to feedback and update accordingly regarding such progress both before and at the next meeting.</p>
Next steps	<p>We agreed that at the next meeting we would:</p> <ul style="list-style-type: none"> <li>• Attempt to invite a representative from Cheshire East Council to discuss and agree a way forward</li> <li>• All feedback and update accordingly regarding their progress on drafting sections for the Plan</li> <li>• All to draft a 'Vision' statement that reflects the viewpoints of the villagers within Eaton</li> </ul>
Date of next meeting	Monday 4 <sup>th</sup> September 2017, at The Plough.