

# Eaton Neighbourhood Plan

## Meeting Minutes



Date:	Mon 4th September 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> <li>➤ Andy Mitchell (AM)</li> </ul>
Apologies:	➤ John Goodwin (JG)
Minutes completed by:	Neil Thorpe

Agenda item	Points discussed
Welcome	<p>Welcome and thanks were expressed for attending. Apologies were declared from John Goodwin.</p> <p>The group discussed a recent request from group member John Goodwin to step down from the formal ENP group, due to personal and professional commitments. In his request though John has still offered to carry out any marketing or IT work for the group as and when required. We all agreed it was only fair and proper to accept the request, and Tamsin offered to write a communication to John thanking him for his excellent contribution to the group over recent times.</p>
Review of previous meeting	<p>All actions from the last meeting were discussed:</p> <p><b>ACTION:</b> Steve to liaise with Cheshire East to ask for further support regarding the next steps of the Np process. <i>Steve fed back that contact had been made and this will be taken forward with both parties working together.</i></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. <i>John fed back in detail (see later notes) on the work carried out.</i></p> <p><b>ACTION:</b> All to feedback and update accordingly regarding such progress both before and at the next meeting. <i>All fed back at today's meeting.</i></p>

<p>Updates</p>	<p>Tamsin updated the group that she has reviewed and refreshed the Eaton website and asked us all to review ourselves and to feed back any points of interest.</p> <p><b>ACTION:</b> All group members to review the Eaton website and feedback any points of improvement.</p>
<p>Commencement of producing the Eaton Neighbourhood Plan.</p>	<p>Tamsin updated the group on her recent sterling efforts in commencing the production of written text for the first stages of the draft Plan, as discussed at the previous meeting. Tamsin explained that she had sought information, advice and guidance from other Plan teams from nearby villages that she has connections with. Tamsin commented that this was invaluable into getting the relevant information and where other parties can be utilised to support the Plan.</p> <p>Tamsin further explained that we need to aim to be working towards stage 14 of the process – Formative Status. To do this it would be beneficial to enlist the services of Cheshire Community Action, as this would help us to organise such activities as landscape surveys and identifying any areas of interest within the boundary including TPOs. Tamsin gave an overview of 3 such agencies that could provide the work for such activity and will now liaise directly with these organisations and feedback at the next meeting.</p> <p><b>ACTION:</b> Tamsin to seek details and quotes from 3 local agencies and feedback at (or before) the next meeting to the group.</p> <p>Tamsin then provided her work undertaken thus far in producing written text for the Draft Plan – and the group were very complementary as to the quality and detail produced – thank you Tamsin.</p> <p><b>ACTION:</b> All to feedback and update accordingly regarding such progress both before and at the next meeting.</p>
<p>Local housing development proposals and associated data.</p>	<p>John updated the group from his recent thorough research and study around local housing development information and technical data that he has carried out, which is going to be vital for the ENP.</p> <p>This included the demographics of the Eaton residents and Cheshire East as a whole. John explained the correlation between these 2 sets of data and how they interlink. He shared that there was conflicting data sets around all figures dependant on where the information was sourced from. As a Cheshire village Eaton will fall under the category of 'Other and rural area' within the Cheshire East data. John demonstrated how he had used an existing published formula to identify proposed totals that could reflect our current requirements. There was some variance from previous figures quoted by Cheshire East and it will be beneficial to</p>

	seek clarification so that final figures can actually be calculated and agreed.
Next steps	We agreed that at (or before)the next meeting we would: <ul style="list-style-type: none"><li>• Attempt to invite a representative from Cheshire East Council to discuss and agree a way forward, including support for funding</li><li>• All feedback and update accordingly regarding their progress on drafting sections for the Plan</li><li>• Review any quotes from the 3 local agencies regarding a Landscape Plan.</li></ul>
Date of next meeting	Monday 25th September 2017, at The Plough.