

# Eaton Neighbourhood Plan

## Meeting Minutes



Date:	Tues 30th August 2016 – 20:15
Location:	Plough Inn – Eaton village
Attendees:	<ul style="list-style-type: none"> <li>➤ Tamsin MaCormack (TM)</li> <li>➤ Steve Waltho (SW)</li> <li>➤ John Bradburn (JB)</li> <li>➤ Andy Mitchell (AM)</li> <li>➤ John Goodwin (JG)</li> <li>➤ Neil Thorpe (NT)</li> </ul>
Apologies:	
Minutes completed by:	Neil Thorpe

Agenda item	Points discussed
Welcome	<p>A prompt start was made and Tamsin chaired a discussion around the viability of using the Dropbox tool to store and access all our resources and documents that she had very kindly set-up. All agreed that it was a useful mechanism for the intended purpose of the Eaton Plan group and to continue to utilise going forward.</p> <p>It was agreed that John Bradburn would retain the ownership controls of the Project Planning resource (Excel files) as this had been very professionally instigated and managed by John already.</p>
Review of previous meeting	<p>There was an action for Steve/Neil to meet with existing supporter and Eaton resident Ian Anderson and feedback accordingly in regards to the hosting rights of the Eaton website. Steve informed the group that he had met with Ian recently who appeared to think that these rights were with Cheshire East. There is obviously some confusion around this area and Tamsin kindly agreed to liaise with Cheshire East and Ian to attempt to provide a clearer picture regarding ownership rights.</p> <p><b>ACTION:</b> Tamsin to re-communicate with Cheshire East and Ian to identify the exact ownership rights and feedback accordingly.</p> <p>There was an action for all group members to send Tamsin a small piece of text with thoughts and reflections that they feel suitable to be then included within the proposal application. This has now been done and a</p>

	<p>draft piece of text has now been agreed in the intervening time through email communication from us all. Tamsin has also sent this across to the Eaton Parish Council for feedback and approval. Thus far the response has been positive from the Parish Council and Tamsin will now push for more feedback.</p> <p>Once this is done Tamsin will submit formally the application via the Cheshire East website portal.</p> <p>It was noted within this discussion that the actual name of the quarry owners needs to be amended from Tarmac La Farge to 'Tarmac'.</p>
<p>Feedback from Tom Evans</p>	<p>Tamsin updated the group that she had received a response back from Tom Evans at Cheshire East in which he had suggested that we take a look at Styal's Neighbourhood Plan submission, as Styal have similar circumstances with potential sub-areas within their Plan boundary. This will help to make our forthcoming submission and actions more transparent.</p> <p>It was then discussed to invite Tom Evans to a forthcoming Eaton Plan meeting so that he could provide valuable support and guidance for us all moving forward. It was agreed that this would be a great idea and Tamsin will invite accordingly, as there are many questions that we need clarifying.</p> <p><b>ACTION:</b> <i>Tamsin to communicate with Tom Evans at Cheshire East and invite him at a date to suit both parties.</i></p> <p><b>ACTION:</b> <i>Neil to compile a list of relevant questions and concerns that arise over the next few weeks so that we have a list to structure our meeting with Tom around.</i></p>
<p>Eaton Plan Project planning</p>	<p>JB then provided the group with an updated version of the Project Plan and we discussed in detail. It was identified that the next steps within the process are:</p> <ul style="list-style-type: none"> <li>2.1 Decide on proposed boundary for the neighbourhood area <ul style="list-style-type: none"> <li>2.1.1 Discuss possible boundaries with Congleton council</li> <li>2.1.2 Discuss possible boundaries with Parish Council</li> <li>2.1.3 Prepare circular for Havannah residents to get their views</li> </ul> </li> <li>2.2 Prepare formal neighbourhood area application</li> <li>2.3 Submit neighbourhood area application to the local planning authority</li> <li>2.4 Formal publicity on neighbourhood area application</li> <li>2.5 Local planning authority issue their decision notice (milestone)</li> </ul>

	<p>4.1.1 Determine who are the stakeholders  4.1.2 Plan how to get the stakeholders views  4.1.3 Involve stakeholders and record their responses</p> <p>The actual definition of who the 'stakeholders' actually are is proving to be a key question and it was agreed that we need formal clarification on this.</p>
The Eaton Neighbourhood Flyer	<p>It was agreed that we needed to amend the previous version of the flyer before we thought about sending it to all Parish residents so that it more fairly reflected the parish as a whole. We need to source some appropriate and compliant images to do this and it was decided to potentially source these ourselves to prevent copyright issues.</p> <p>We also agreed to slightly amend the wording within the flyer.</p> <p><b>ACTION:</b> <i>John Goodwin to compile photographs and amendments to produce an improved version of the flyer.</i></p>
Date of next meeting	Tuesday 13 <sup>th</sup> September 2016 – 8:15pm at the Plough, Eaton.