

Eaton Neighbourhood Plan

Meeting Minutes



Date:	Tues 9 th July 2019 – 19:30
Location:	Eaton Plough
Attendees:	<ul style="list-style-type: none"> ➤ Steve Waltho (SW) ➤ Neil Thorpe (NT) ➤ John Bradburn (JB) ➤ Andy Mitchell (AM)
Apologies:	➤ Tamsin MaCormack (TM)
Guest attendee:	
Minutes completed by:	Neil Thorpe

Agenda item	Points discussed
Welcome	Welcome and thanks were expressed for attending.
Review of previous meeting	<p>All actions from the last meeting were discussed:</p> <ul style="list-style-type: none"> • John to liaise with Cheshire East for formal clarification of consultees – action completed and general list now provided • Steve to liaise with Lucy at CCA to potentially strengthen the Draft plan – Lucy has made a couple of amendments and these to be discussed within today's meeting • A project team to move forward the Regulation 14 phase of the Plan – all now meeting to move Reg. 14 forward
Review of the feedback from Lucy at CCA	<p>The initial focus of today's meeting was to review the feedback from Lucy at CCA in relation to Tom Evans' suggestion reference Green Gaps and Green wedges within the initial Draft Plan. It was agreed, after discussion, that the extra paragraphs of information from Lucy regarding the green gap north of Moss Lane were to be approved, as it further strengthened the argument to retain the space between the village and Congleton.</p> <p>In terms of the 'green wedges' it was agreed that these will be removed from the Plan altogether, as it could potentially cause an issue when the Plan was up for final approval. .</p> <p>ACTION: Steve to email Lucy at CCA with our thanks for the recent work and how to update the Draft Plan accordingly in due course.</p> <p>ACTION: John to contact escape to request the slight amendments to</p>

	<p>the relevant maps that currently display the 2 green wedges within the Draft Plan.</p>
<p>Regulation 14</p>	<p>The group revisited the steps necessary with the 'Regulation 14' phase of the plan – this is where the draft plan is promoted to the stakeholders and feedback sought before the Plan is formally examined and approved.</p> <p>We agreed that we would need a couple of months to plan, create, design and ultimately deliver all these steps professionally. Therefore looking at potentially commencing the minimum 6-week consultation period in late September.</p> <p>Steps with Reg. 14:</p> <ul style="list-style-type: none"> a) Get a small number of copies of the Neighbourhood Plan printed. <i>Steve to print off once Draft Plan is approved.</i> b) Decide when you are going to hold the six-week consultation. <i>Provisionally agreed for late September</i> c) Decide how you are going to let the community know. <i>A flyer, an article in the village newsletter and word of mouth. Neil to create the flyer.</i> d) Decide if you are going to have a drop-in event for the community. <i>Yes, a formal presentation event to be organised at the Church Hall – Steve to identify a suitable date in late September. John to commence the content for the presentation slides.</i> e) Decide where paper copies of the plan can be viewed. <i>It was agreed that this would have to be the Plough and the Church Hall.</i> f) Decide if you are going to do a comments response form, and/ or where comments should be returned to. <i>Yes – Neil to create and all addresses of the ENP group to be included on the correspondence from this.</i> g) Update the Parish website to include all the evidence-based documents (Character assessment, Housing needs report, questionnaires, response analysis etc.), the NP, the Reg. 14 notice and a comments response form (if you are having one) and the SEA report. <i>Neil to liaise with Tamsin to identify who has current access to the website and action accordingly in the short-term.</i> h) Ask Tom for a list of consultees – should include Environment Agency, English Heritage, interested landowners, neighbouring parish councils etc, the list will probably run into the hundreds - and give them the date of the six-week consultation. <i>We have the formal list, however Steve to now identify more local stakeholders.</i> i) Let Cheshire East know our dates, and they can put information on their website. <i>To be actioned in due course.</i> j) Email everyone on the consultees list, and anyone you think may have been missed off, with a link to your Reg. 14 Notice (or attach it to the

	<p>email), the comments response form (if you have one) and a link to the NP and SEA report - make clear where the plan can be viewed and the date of the consultation, and how they can respond. <i>As per point (h) Steve to initially identify such stakeholders and then emails will sent in due course.</i></p> <p><u>ACTION:</u> all the group to reconvene on Thursday 8th August to feedback on how each of their actions are progressing.</p>
Next steps	<p>We agreed that at (or before)the next meeting:</p> <ul style="list-style-type: none"> • All actions to be taken forward
Date of next meeting	Thursday 08/08/2019 - 19.30 at the Plough, Eaton