

KINGSLEY NEIGHBOURHOOD PLAN STEERING GROUP
MINUTES OF THE MEETING HELD IN HURST METHODIST CHAPEL ON
4 JUNE 2018 AT 7.30PM

Attending: Richard Colin (Vice Chair – chaired in John Carson’s absence)
 Claire Jones (KPC and Secretary)
 Danny Moores (KPC)
 Stuart Begg
 Vic Wodhams
 Zarine Jewell-Liggins
 Clive Jones
 Caroline Crosby (in observation)

1	ITEM	ACTION
1	<p>Welcome and apologies</p> <p>Apologies were received from John Carson and Sue Whitby. David Molyneux (KPC) and John Hutchison did not attend.</p>	
2	<p>Agreement of previous minutes and matters arising</p> <p>The previous minutes were agreed.</p> <p>Actions completed and carried over from the last meeting:</p> <ul style="list-style-type: none"> • CLJ sent VW the declarations of interest form; • CLJ sent area designation approval correspondence from CW&C; • CLJ circulated Kingsley OCSI parish profile report; • CLJ to invite John Heselwood to attend a steering group meeting to present the housing needs survey results when completed; • CLJ circulated a Locality version of the project plan; • CLJ circulated the budget section from a completed Locality application and examples of various NP reports; • DM and RC to continue collating environmental information; • JC to invite the chair of the Comberbach NPSG to attend one of our next meetings; • Richard Thresh to be asked to comment on our draft vision and objectives in due course. 	<p>CLJ</p> <p>DM/RC</p> <p>JC</p>
3	<p>Declarations of interest</p> <p>CLJ declared an interest in her employer, Cheshire Community Action, and added this to the declarations of interest form. No other additional declarations were received.</p>	
4	<p>Meeting with CW&C</p> <p>CLJ outlined that she and JC had met with our designated CW&C Planning Officer, Rosie Morgan, in Chester on 22 May. Apologies were given about the short notice of the meeting but Rosie had been unable to attend one of our evening meetings and only one date had been available due to holiday commitments. JC asked Rosie all the questions that had previously been compiled by steering group members. A report which summarised her answers was circulated and discussed. CLJ agreed to chase up a few outstanding matters with Rosie.</p>	<p>CLJ</p>

	<p>CLJ to circulate copies of Village Design Statements as these may be useful background information for any design policies in the plan.</p> <p>DM to look at how far we can cover green belt policy in the plan, using example from other plans.</p> <p>DM to consider sending an FOI request to CW&C in terms of numbers and locations of housing developments and planning applications in the village over the last 5-50 years.</p> <p>All to consider what additional elements CW&C could help us with to progress the plan (e.g. landscape character assessment).</p> <p>DM to send link to any websites containing historical maps of the village which would help to illustrate previous growth.</p> <p>CLJ to discuss Kelsall NP's allocation of retirement property with Richard Thresh and its potential impact on a recent housing application there.</p> <p>SB to contact Sandra Lloyd from the Rural Regeneration Board about rural business needs.</p> <p>RC and DM to look at provision of utilities in the village and explore future needs with the relevant companies.</p> <p>CJ to send link on best air quality report – Kingsley within the top 10% of best air quality in the borough.</p>	<p>CLJ</p> <p>DM</p> <p>DM</p> <p>All</p> <p>DM</p> <p>CLJ</p> <p>SB</p> <p>DM/RC</p> <p>CJ</p>
5	<p>Public consultation sub group report and pilot version questionnaire</p> <p>After having piloted the latest version of the questionnaire, several steering group members gave some feedback. ZJL agreed to make a few tweaks and circulate a revised version to the group for any final feedback. CLJ will then put the survey onto Survey Monkey. ZJL to put links to the survey on Facebook and in the July edition of Kingsley News. It was agreed that a paper copy of the survey would be distributed by hand in September, by which time we may have secured some funding from Locality.</p>	<p>ZJL/All</p> <p>CLJ</p> <p>ZJL</p>
6	<p>Project resources/Locality funding</p> <p>CLJ to look into options for applying for Locality funding and bring a draft application for discussion to the next meeting.</p> <p>DM to compile a project plan in the Locality format for submission with the funding application.</p>	<p>CLJ</p> <p>DM</p>
7	<p>NP logo</p> <p>RC circulated a few options for discussion before the meeting. It was agreed that 2 versions would be created – a simpler, small version with no lettering to be used on questionnaires/letterheads and a larger, more detailed version with Kingsley Neighbourhood Plan lettering for the full plan/posters etc. RC to arrange final versions as soon as possible in order that the smaller version can be included in the initial survey.</p> <p>ZJL to ask Simon Sherlock if he can produce a separate dropdown menu</p>	<p>RC</p>

	on the Kingsley website to incorporate NP information in advance of the distribution of the survey.	ZJL
10	<p>AOB</p> <p>DM asked group members to consider taking a pro-active approach to developing parts of the plan e.g. orchards, data gathering.</p> <p>CLJ/All to look into options for file sharing via Google docs or alternative.</p> <p>CJ recommended the group read an article in Money Week from 11 May entitled 'Stop building on England's green and pleasant land' as circulated by JC.</p>	<p>All</p> <p>CLJ/All</p> <p>All</p>
11	<p>Date of next meeting</p> <p>To be held at the Hurst Chapel at 7.30pm on Monday 2 July 2018.</p>	