

# MINUTES

MEETING DATE/DAY	TIME	VENUE
9 <sup>th</sup> November 2017, Thursday	9.30 am	Blackrod Council Offices

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1. Attendance, Apologies and Declarations of Interest.  
**Attendance: Alan Bury, Stella Lewis, Richard Galloway, Simon Godley, Judith Stallard, John Price, Pat Shacklock, Rob Long.**  
**Apologies: Ann Kilcoyne.**  
**No Declarations of Interest.**
2. Approval of Previous Minutes and any Matters Arising.  
**Previous Minutes approved and no Matters Arising.**
3. Previous Actions – Review Status.
  - 1 Steering Group to arrange a visit to Woodplumpton, or similar, development site to view BFL12 in action. *(This to be organised at the group's convenience).*
  - 2 Chair to update the Steering group on the outcome of the meeting on 7th October with the volunteer photographer. *(Action Completed – Natalie Sweet volunteered)*
  - 3 Judith and Richard to enquire about other volunteers for Digital map editing and artist impression work. *(Richard awaiting response from potential volunteer and awaiting decision from Blackrod Art Group on the artist).*
  - 4 Judith to update the Built Heritage RAG progress sheet. *(Action completed).*
  - 5 Steering Group members to provide their feedback comments to the Chair by Friday 13th October on the Housing Needs Assessment report. *(Action completed).*
  - 6 A tour of the village to be undertaken for an audit of the main village access points including a review of disability parking provision. Agreed team to be involved in this tour is Carla Woods, Richard, John and Stella. *(To be Actioned).*
  - 7 Forward programme milestones and timelines to be compiled and circulated to the Steering group by the Chair. *(Action completed but specific dates required ).*
  - 8 Steering Group members to provide their ideas/suggestions for a list of buildings they feel are Assets of Community Value. Action by All members. *(Action to be completed in parallel with the actions of the Plan as this is not a Neighbourhood Plan topic).*
  - 9 Chair to update the group on the Consultants meeting of 12th October. *(Action completed).*
  - 10 It was agreed that Stella should arrange for the Steering Group members to meet with the Social Care team from Bolton CCG for a strategic review discussion. *(Awaiting a response from Bolton CCG).*
  - 11 Judith to provide notes of the meeting with Bolton CCG on the 25th September 2017, for circulation to the group. *(Action completed).*

## Blackrod Neighbourhood Plan Steering Group Meetings

4. Housing Needs Assessment – Discussion on meeting of 1<sup>st</sup> November with ARC4. (Circulation of meeting notes).

**There was much discussion on this Agenda item and the meeting held recently with ARC4 to discuss the draft HNA Report. As a result a number of questions were formulated to be asked of ARC4 for further clarification on the information provided in the draft report. The Steering Group also discussed the potential implications that may come from the current Government White Paper on how housing need should be assessed in the future and the status of the Greater Manchester Spatial Framework review. The current thinking on the White Paper method of assessment is that it appears to be in line with what is coming out of the ARC4 assessment for market housing.**

5. Planning Consultants – Next steps in support: documents for discussion – Key Issues Policy Analysis.

**The Chair outlined the support forthcoming from the Planning Consultants and the various documents they are to provide us with to aid our compilation of the Plan eg Templates, Maps etc. Their first document – Key Issues Policy Analysis was circulated to the Group but the last page was missing on Built Heritage so the Chair agreed to circulate the full document as an action.**

**The Group discussed the document and agreed that it would be best for each Topic group to review their sections of the document with the view of compiling suitable policies. The Chair has been compiling examples of potential Policies and he is to circulate these to the group for their information.**

6. Future meeting dates and times to be agreed:

Thursday 7<sup>th</sup> December – 9.30 am

Thursday 11<sup>th</sup> January 2018 – 9.30 am

Thursday 8<sup>th</sup> February 2018 – 9.30 am

7. Any Other Business

As a general update we were advised that the other local Neighbourhood Plans were progressing to their next stages eg: Horwich had now submitted a Designated Area for their Plan and Over Hulton had submitted the same as well as their structure for a Community Forum.

### **ACTIONS:**

- 1 **Notes of the meeting with ARC4 on the 1<sup>st</sup> November 2017 to be circulated to the Steering Group. Action by Judith and Alan.**
- 2 **Key Issues draft Policy Analysis to be circulated to the Steering Group. Action by the Chair.**
- 3 **HNA questions that were raised at the meeting to be forwarded to ARC4 for response. Action by the Chair.**
- 4 **Chair to circulate to the group the Policy examples obtained from various Made Plans.**
- 5 **Each Topic Group Lead to arrange their own meetings to discuss the Key Issues Policy Analysis document and compile some appropriate draft Policies.**

## Blackrod Neighbourhood Plan Steering Group Meetings

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