

Blackrod Neighbourhood Plan Steering Group Meetings

MINUTES

MEETING DATE/DAY	TIME	VENUE
17th January 2019, Thursday	10.00 am	Blackrod Council Offices

1. Attendance, Apologies and Declarations of Interest.
Attendance: Alan Bury, Richard Galloway, John Price, Ann Kilcoyne, Rob Long, Judith Stallard and Stella Lewis.
Apologies: Simon Godley and Pat Shackolock.
No Declarations on Interest.
2. Approval of Previous Minutes and any Matters Arising.
Minutes Approved and No Matters Arising.
3. Previous Actions – Review Status.
The Steering Group agreed that all Actions from the previous meeting had been completed.
4. Pre-submission Draft Plan Consultation (7th December 2018 – 18th January 2019)
Drop-in Day review – **It was generally agreed that most of the attendees of the event were well informed about the Plan and had relevant questions. The layout of the various Topic Areas with their proposed Policies worked well. The facilities were very suitable and the event was well publicised. A discussion was had on what we might change if a future event was necessary and if we would hold drop-in sessions at the Library/Council building as well as the Community Centre.**
Questionnaire – responses received to date. – **A summary of the questionnaire responses was displayed on a large screen for view by the whole Group so as to obtain an overall view of the kind of comments received.**
Discuss any relevant & important issues coming from the Questionnaires – **Majority of the responses were positive in support of the draft Plan and in some cases offered constructive comments. A very small minority were concerned about the Policy H5 regarding a plot of land between the Cricket Club and Church School which is currently used for grazing horses. This land was initially suggested by other residents of Blackrod for specialist housing for the older population, hence the proposal in the draft Plan. Any such development, should it be approved to proceed, will be subject to the normal planning process.**
Further discussions and separate meeting/s to be arranged to review all responses and determine if any amendments are required to the Plan.
Banners – agree arrangements for collection and storage – **Rob very kindly agreed to take these down after the consultation period has ended.**
Facebook and website content - review post consultation messages. **It was agreed to place a suitable thank you and what happens next post after the consultation period has ended.**
Notice Boards – agree arrangements for flyer removal – **John very kindly agreed to remove these once the consultation period has ended.**

Blackrod Neighbourhood Plan Steering Group Meetings

Any other related issues – **None.**

5. Project Timeline – discuss next key Tasks following the Consultation.
Timelines were discussed and Tasks for the next few weeks include compiling the responses to the questionnaire, in the various formats and reviewing the actions required and if any amendments should be made to the draft Plan before progressing to the next stage.
6. GMSF – review and implications.
The GMSF revised draft document was published for consultation on the 11th January 2019 which is around a month after the start of our draft Plan consultation, hence why it could not be included. Any areas of relevance or influence will, however, will be included in the amended version of our Plan especially for Housing etc.
7. Lifestyle Living for the over 55's status.
Another meeting is to be arranged with Bolton.
8. Future meeting dates and times:
13th February 2019 at 9.30am in the Council Office
9. Any Other Business
ACV submissions approved by Bolton – see attached list.

ACTIONS:

1. **Ensure ALL options available for the Questionnaire responses/outputs are downloaded from Survey Monkey by end of January and before account closed. Action: by Richard.**
2. **Agree suitable end of consultation message for Facebook. Action: by Chair & Group.**
3. **All consultation responses from questionnaires, separate email comments and other consultee remarks to be compiled onto a spreadsheet ready for Group meeting and review of potential amendments to the Plan. Action: by Chair.**
4. **Removal of banners after consultation end date. Action: by Rob.**
5. **Removal of flyers from Information boards. Action by: John.**
6. **Revised GMSF document to be read by all Group members in readiness for meeting to evaluate all responses and their potential impact on the draft Plan. Action by: All.**
7. **Another meeting is to be arranged on the Lifestyle Living for the over 55's. Action by: Richard.**