

**Minutes WBNP SG Meeting No. 13; Tuesday, 10th September 2019**  
**Venue: At Footsteps, Market Street at 6.45pm**

**Present:** Carol Cade (Chairman), John Pritchard, Martin Thomas, Ken O'Boyle and Sally Kaill

1. **Apologies for absence:** Debra Wilson and Louise Dowd.
2. **Minutes of 11<sup>th</sup> Meeting held on 8<sup>th</sup> July 2019 (inquorate) and 12th Meeting held on 13<sup>th</sup> August 2019: AGREED** as correct records.
3. **Matters arising from minutes:** None.
4. **Town Council Feedback:** None.
5. **Funding:** MT reported that the application to Locality for Government funding for £9,000 (which had been approved) had included a request for a 'Design Codes' study by AECOM (at no cost to the Town Council). Following a telephone conversation, MT reported that AECOM will be invited to visit Whaley Bridge on the day of the next meeting of the Steering Group in order to familiarise themselves with the Neighbourhood Area. MT reported that the grant was not allowed to be spent upon the cost of any 'Data Technician' who might be used. Costs incurred to date were under £100. MT agreed to investigate the arrangements whereby Royal Mail would deliver the Household Questionnaire.
6. **Timeline and Project Management:** CC reported that the postcards (for primary schools and nurseries) would be ready soon; see **APPENDIX 1 Postcards** and that the coasters and beer mats would soon be printed too. The aim continues to be to draft the Household Questionnaire by the end of October 2019; (see, for example, Biddulph's Household Questionnaire: <http://biddulph.co.uk/wp-content/uploads/2019/03/Final-Householder-Questionnaire-V3.pdf>) and to print and distribute it in November. CC will arrange a media release with photo and words for the postcard competition for schools and nurseries.
7. **Consultation:** Events will be arranged at a number of venues, such as Furness Vale Community Centre, Cromford Court and the Uniting Church. For the Postcard competition for schools and nurseries, there will be four prizes of £20 book vouchers to be awarded for the best piece of artwork for a child in the two age categories 'under 7' and '7 and over' and for the winning school or nursery. The artwork will be judged by two local artists. A selection of postcards will be printed in the Household Questionnaire. At the FAB market which was held at the Canal Basin on Saturday, 7<sup>th</sup> September 2019, 52 persons visited our stall of whom 21 left details to be contacted later; a draw for the winner of a meal voucher at the Village Kitchen is to be made. A local resident is interested in helping with a 'pop-up' cinema. A media release will be prepared about what we are doing. It was **AGREED** that the Survey Monkey survey analysis software should be used as necessary at a charge of £32 per month. CC will prepare a letter to Stakeholders for delivery by members of the SG and supporters. CC will post on Facebook an item for Traders letting them know about the 'Stakeholder' Letter to Interested Parties. CC will arrange for someone to contact 'The Review' (see **APPENDIX 2 The Review**), for whom a local resident writes articles, for a story and photograph to promote the WB Neighbourhood Plan.

8. **Theme Group Feedback: Commerce** - Nothing to report. **Countryside** – An audit of green spaces is being undertaken. It has been noticed that although the large scale maps provided by HPBC are many, many years out of date, this may not be too serious a problem. JP will clarify with Jo Bagnall whether the information is the most recent provided by Ordnance Survey. (NB The information shown on HPBC’s Interactive Planning Map may be more up to date; this is a useful tool for searching for the characteristics of a small area but is cumbersome for taking a quick overall view across the whole Neighbourhood Area). **Traffic and Transport** – a second meeting with the primary schools has been held and the pieces of equipment for the analysis of air quality have been delivered. A study is to be made of the modes of travel of pupils to and from school. **Housing** – Nothing to report.
9. **Steering Group Administration:** It was **AGREED** that the Quorum for Steering Group meetings should be changed to four members. CC will provide a link to a webpage giving information about a Design Codes study. JP agreed to make himself available on the day of the AECOM visit to assist in any way and to supply CC with a suggested list of places to visit. At our next meeting, we need to discuss who will be picking up ‘Communications’ as Debra is unable to do this as well as Strategic Planning.
10. **Any Other Business:** JP made a request for a ‘Social Evening’ for anyone associated with the Neighbourhood Plan; this could be arranged later. CC will add LD to our website and will add SG Minutes, too.
11. **Date of Next Meeting: Monday, 7<sup>th</sup> October 2019** at 6.45pm (venue: Footsteps).

The meeting closed at 9.30 pm.

#### **APPENDIX 1: Postcards**

600 Postcards were received on Wednesday, 18<sup>th</sup> September 2019 and are being distributed by SK assisted by JP

#### **APPENDIX 2: The Review**

The Review may be contacted at:

T: 0161-484-5686

E: [news@reviewnewspapers.co.uk](mailto:news@reviewnewspapers.co.uk)

W: <http://reviewnews.marlinwebdesign.co.uk/> (under construction)