

Minutes WBNP SG Meeting No. 11; Monday, 8th July 2019
Venue: At Footsteps, Market Street at 6.45pm

Present: Carol Cade (Chairman), John Pritchard, Martin Thomas, Ken O'Boyle, Debra Wilson, Sally Kaill and Louise Dowd (guest)

1. **Apologies for absence, and welcome to Louise Dowd:** Debra Wilson gave apologies. CC welcomed local resident Louise Dowd to the meeting. Louise is a chartered town planner, with decades of experience working in the planning departments of local councils and in private practice. It was proposed by JP, seconded by MT, and **AGREED** that 'Louise Dowd be invited to join the SG'.
2. **Minutes of 10th Meeting held on 3rd June 2019: AGREED** as a correct record.
3. **Matters arising from minutes:** None.
4. **Town Council Feedback:** None. It was noted that the next Town Council meeting will be on Thursday, 11th July, for which JP/MT need to prepare and submit a monthly report on behalf of the SG ASAP.
5. **Funding:** There had been a 30 minute voice-only 'conference' on 3rd July between CC, MT and Hannah Barter (Urban Vision Enterprise), with SK and JP as observers; see **APPENDIX 1**. MT would progress details with UVE in preparation for the signing of the contract with UVE. It was noted that, because the following meeting of the Town Council would be on Thursday, 10th September, the Chairman of the Town Council (MT) should be asked to consider arrangements before then for the Town Council to make a formal bid to Locality for funding. LD would provide a document relating to the use of Design Codes.
6. **Timeline and Project Management:** The current Timeline is available at: <https://www.vision4whaley.org.uk/timeline>.
7. **Consultation Strategy:** CC reported that our participation at the FAB Market on 15th June and the COGS Field Day event in Furness Vale on 22nd June had been successful in engaging with more members of the public and discussing with them the purpose of a Neighbourhood Plan. It was **AGREED** that a small notice should be prepared for the Press, and that a coaster/beer mat should also be prepared to be placed in public houses, cafes, shops, the doctors' surgery, Tesco and Morrison supermarkets, etc. Arrangements were discussed for our participation at the Party in the Park in Memorial Park on Saturday, 31st August. During the meeting, a draw took place for the winner of the voucher for 'Lunch for Two' at Little Fika café, Canal Street for persons who had visited our stall at the COGS Field Day. The winner was Geoff Howard. There was a discussion about the use of 'Design Codes' with reference, in particular, to Affordable Housing and HPBC's Whaley Bridge Conservation Area Character Appraisal document; see:

https://www.highpeak.gov.uk/media/230/Whaley-Bridge-character-appraisal-adopted-July-2008/pdf/Final_Whaley_Bridge_CA.pdf.

- 8. Theme Group Feedback:** KOB (Traffic) is to meet with the project leaders at the three primary schools tomorrow to progress the Air Quality Monitoring project. It was noted that major planning applications often require a Traffic Impact Assessment, and that these can yield interesting information. Highways issues (parking on pavements to obstruct wheelchairs, etc.) may be discussed in the first instance with Steve Alcock (DCC Highways). A survey of users of Whaley Bridge Railway Station is to be undertaken; (nb there is also a station at Furness Vale, but there wheelchair users are not obstructed in accessing either of the platforms). JP (Countryside) reported that the group has held four meetings and has seven members, who are studying the document *Neighbourhood Planning Local Green Spaces – A Toolkit for Neighbourhood Planners* (prepared for Locality by UVE); see **APPENDIX 2**. CC (Commerce) reported that she was filling the vacant role of Group Leader. A questionnaire will be produced for businesses, and shops and their customers. SK (Housing) reported that Ben Longstone would be visiting housing sites.
- 9. Steering Group Administration:** Members who had not already done so handed in to CC their Declaration of Interest statements. It was noted that the roles of Vice-Chairman and Secretary remain unfilled.
- 10. Any Other Business:** None.
- 11. Date of Next Meeting:** Monday, 13th August 2019 at 6.45pm (venue: Footsteps).

The meeting closed at 10.00 pm.

APPENDIX 1: Summary of Conference Call of 3rd July 2019:

The conference had covered invoicing arrangements, preparation of a funding application to Locality, and the issue of applying for funding for a study of ‘design codes’ (this matter needs to be resolved by the SG). Public consultation should continue to raise awareness and to inform the SG of the relevant issues that should be covered later in the Household Questionnaire; the SG should find out those issues with which members of the community are happy and unhappy. It was confirmed by Hannah that the funding from Locality could not be used for any time spent by the Town Clerk, nor could any expenditure already incurred be claimed retrospectively. It would be helpful for the SG to hold a special meeting to discuss what information it needed to collect. Hannah was invited to attend the August meeting of the SG.

APPENDIX 2: To find the document *Neighbourhood Planning Local Green Spaces – A Toolkit for Neighbourhood Planners*, go to:

<https://neighbourhoodplanning.org/toolkits-and-guidance/making-local-green-space-designations-neighbourhood-plan/> and click on the link *Making local green space designations in your neighbourhood plan* at the bottom of the page.