

Biddulph Neighbourhood Planning Working Group Meeting Wednesday 8 March 2017

1. Attendees

Councillor Dave Hawley	Biddulph Town Council Chair
Councillor Graeme Court	Biddulph Town Council Vice Chair
Councillor Wayne Rogers	Biddulph Town Council (left the meeting 7.05pm)
Councillor Oliver McGuinness	Biddulph Town Council
Sue Fletcher	Poolfold Residents
Bob Hart	Biddulph North Community Association
Sarah Haydon	Biddulph Town Council
Bill Hockey	Resident
Alistair McLoughlin-Goldstraw	Resident
Chris Perkin	Resident
Philippa Walley	Resident

2. Apologies

Councillor Jim Davies	Biddulph Town Council
Councillor John Jones	Biddulph Town Council
Margaret Jones	Resident
Andrea Millington	Resident
Angela Turner	Resident
Hal Wilson	Resident

3. Declarations of Interest

Councillor McGuinness is a churchwarden at St Lawrence's.

4. Notes from last meeting (8 February 2017) and Matters Arising

All agreed that the notes were an accurate record of the meeting and they were signed.

5. Group Leaders Meeting Update

Councillor Hawley updated the group out the meeting with Erin from The Chronicle. The Group Leaders had met to update Erin and to increase the profile of the neighbourhood plan. All felt this had been a positive meeting. Philippa Walley felt it was important to provide regular updates to ensure that the public were updated about progress.

6. Consultation Event

Councillor Hawley updated the group that the Town Hall was not available in April due to building work and advised that other options should be considered.

It was agreed that the dates of the consultation event would be Friday 5 (to coincide with the market) and Saturday 6 May, 10-1pm. It may be possible to put posters around locations where voters at the 4 May elections would attend.

There was a discussion about maps; each group would need something different.

Bill Hockey advised Group Leaders that there were some on the Dropbox. Leaders should have ideas about maps at the next meeting.

Sarah Haydon suggested that Biddulph Town Council staff could type/laminate information for each group to ensure the same image. Sue Fletcher felt it was important that people were given the impression that there was a positive feel about the way Biddulph is heading.

Councillor Hawley stated that it is important that we make it clear we are not talking about site allocations.

It was agreed there would be six stations (one for each group) and a main table/ stand.

All agreed that on the day:

- The introduction should tell people what we want them to do
- All in the Neighbourhood Plan Working Group should have name badges
- Each group should have a representative at the table
- We should explain what we have done and where we are up to
- Be clear about what's next, including a timetable

There was discussion about how the message about neighbourhood planning should be delivered. All agreed there should be positive messages explaining how and why people can get involved and the way the plan can influence decision-making. There should be a consistent message.

The Group Leaders should tie all the ideas together at their next meeting, using the same format.

7. Neighbourhood Plan Vision and Objectives

Councillor Hawley presented a draft vision and objectives and asked the group for comments, amendments or improvements.

Each group should come up with a few objectives and consult of these. Sue Fletcher felt that if they were too formal people will think we have already decided. We should display these draft ideas creatively and use colour.

It was agreed that all would come back with ideas for our objectives in the next group meetings.

There should be a template to ensure that objectives are in the same format.

8. Facebook Plus

Chris Perkin had completed some work in relation to social media that may be appropriate for consultation. It is important that non-traditional engagement methods are considered as part of this process.

An option for getting a clear message out is Facebook Plus. This looks at the postcode area and delivers the message to you.

The group can set up messages and these will be sent out to people up to four times. This method can 'hit' 11,000 people in Biddulph, generating chatter and conversation gives a crafted message.

The cost to set up professionally is £150. This can be updated and feedback can be received.

Pictures generate interest; this demonstrates that we are thinking differently.

The potential overall cost is £550.

Councillor Hawley stated that this will need to be considered by the Planning Committee.

Chris Perkin will talk to Sarah Haydon about progressing this.

9. Update on Theme Group meetings

No further updates.

10. General Update Dave and Sarah

Sarah Haydon had prepared a draft of a specification for consultancy support. Sarah queried whether members had thoughts about what consultants should support the group with. At present, the draft specification stated that support was needed with the following areas:

- Consideration of a questionnaire, before distribution
- Analysis of returned questionnaires to identify key themes
- Support to develop policies that reflect the findings from the consultation and emerging evidence base
- Support with the process of consulting on and adopting a Neighbourhood Plan.

Sue Fletcher felt that each group should be able to put questions together. Support should be sought after this.

There was discussion about the distribution of the questionnaires, and it was agreed that the Biddulph Times should be approached. Sarah Haydon stated that the functionality of website should be improved.

Alistair McLoughlin-Goldstraw stated that 'survey monkey' was also an option.

All were happy that these were the key areas that should be considered for consultancy support. Sarah Haydon would liaise with Jo Bagnall and send out the brief for more feedback from the group.

11. Date of next meeting

Wednesday 13th April 2017

Thursday 16 March, 6.30 pm is the Group Leaders meeting

Councillor Hawley updated the group that he would be missing in summer; he can be contactable but will not chair any meetings.

The meeting closed at 8.10 pm.

Signed Date