

## **Biddulph Neighbourhood Planning Working Group Meeting Thursday 10 August 2017**

### **6pm pre-meeting**

#### **Attendees**

Councillor Graeme Court	Biddulph Town Council- Vice Chair
Councillor Dave Hawley	Biddulph Town Council- Chair
Councillor Wayne Rogers	Biddulph Town Council
Sarah Haydon	Biddulph Town Council
Sue Fletcher	Poolfold Residents
Bob Hart	Biddulph North Community Association
Bill Hockey	Resident
Alistair McLoughlin-Goldstraw	Resident
Chris Perkin	Resident
Hal Wilson	Resident

#### **1. Apologies**

Councillor Oliver McGuinness	Biddulph Town Council
Councillor Jill Salt	Biddulph Town Council
Andrea Millington	Resident
Angela Turner	Resident

#### **2. Declarations of Interest**

None.

#### **3. Notes from last meeting (20 July 2017) and Matters Arising**

The notes were signed as an accurate record of the meeting.

In relation to the meeting with Staffordshire Moorlands District Council planners, Councillor Hawley had met Mark James at the Local Plan consultation. He had suggested late September would be a good time to meet. Sarah Haydon would organise a meeting.

Sarah Haydon updated the group that Chris Lunt was waiting for feedback and content in relation to the website. Sarah had sent feedback about the 'Home' page. All others should feedback on their specific sections as soon as possible.

Sarah Haydon had not heard back about the grant application, but would chase this.

There was consideration of the decision not to get involved in the Local Plan consultation. Councillor Hawley had felt it was important not to be 'tarred with the same brush' as the Local Plan. He had attended the event in the Town Hall on the previous evening. There were not large numbers in attendance and he speculated that people may now be happier with the site allocations. Most of the controversial sites had been removed, but the Woodside Farm site was causing some upset.

Sue Fletcher had scrutinised the Local Plan and felt this version had much more detail, and consideration of infrastructure.

There was consideration that development of Woodside Farm may actually help the regeneration of the town centre and discussion about the numbers of houses that were included within this draft of the plan.

**4. Issues to consider before meeting Hannah Barter from Urban Vision:**

- **Technical Grant**
- **Current project plan**
- **Community engagement strategy**

Sarah Haydon updated the group that Hannah from Urban Vision would support the group with an application for technical support from Locality. There were a number of free studies that could be completed by AECOM on behalf of Locality.

Sarah Haydon had contacted Angie Turner about whether any of these would help with the lack of environmental data. They were not really designed for this purpose; it may be that the additional £6,000 that the group could apply for would be better spent on this work.

Sarah advised that there was an urban design and masterplanning study that could be completed, and that this was something that the Town Council had been considering in relation to areas of the town centre. Sarah queried whether the group felt this would be appropriate.

Sue Fletcher felt that the Neighbourhood Plan Working Group should be involved in masterplanning. It was agreed that advice should be sought from Hannah about the importance and relevance of each of the technical grant areas. Sarah Haydon would work with the Town Council's Strategy Group and keep them updated about masterplanning.

Sarah Haydon drew the group's attention to the project plan that Councillor Hawley had developed. Hannah would be talking about project planning that evening, and had a copy of this. This was noted.

Sarah Haydon gave the group a copy of the Communications Strategy that had been developed in April 2016 and a list of current groups that met in Biddulph. Members should consider whether there were any additional groups to add to the list. Effective communication had been discussed at the previous meeting. The group discussed the format of the questionnaire and felt that Survey Monkey was a good tool.

Sue Fletcher felt that there should be more positive engagement with groups and individuals before the questionnaire was sent out. Councillor Hawley reminded the group that there were a number of formal opportunities to consult as the draft plan would have to go out to consultation too.

Bill Hockey noted that questionnaires can be leading and the group should be mindful of this.

Bill Hockey queried whether people are using the Dropbox. All agreed this was useful but needed some housekeeping.

Sue Fletcher had created a Biddulph-only version of the Local Plan. It was agreed that this would be useful and Sarah Haydon would send it round to the group.

## **7pm meeting with Urban Vision**

Hannah Barter was invited to join the group and there were introductions.

Hannah explained that Biddulph was now in the best position because there had been a number of 'tried and tested' Neighbourhood Plans and lessons had been learned.

Sarah Haydon explained that the six groups had been getting to grips with the existing documents and the current evidence base, and that there were emerging ideas about priorities.

There was a discussion about the consultation that had already happened. Hannah felt that this was 'not a popularity contest'. It was better to get a smaller volume of very detailed feedback than 1000 responses where there was not much useable information.

Hannah noted that there would be a 'non-planning' section of the Neighbourhood Plan, which would include actions for the Town Council and partners. This would mean that issues that couldn't be written into planning policies could be included in the document.

The group discussed the questionnaire and its format. Hannah stated that a mixed approach would be better- paper copies and an online version.

If paper copies went to houses, it was important to go back and collect them. Hannah noted that there had been high volumes of returns where 'street champions' had collected the questionnaires and supported with the completion of them.

Hannah stated that the questionnaire should be no more than four pages, with a free prize draw, bright cover, etc. We should think about recycling days and make sure these were delivered after that day to ensure they were in people's houses for longer. The group could also consider doing separate questionnaires for residents and businesses.

There was discussion about school engagement. Hannah suggested running a postcard competition. One year of the first schools would be asked to consider what Biddulph would look like in 2035; they would draw their designs on postcards that could be delivered to the schools. The winning design would then become the cover of the questionnaire.

The group felt this was a great idea and agreed to progress with this immediately. The cost of the postcards would be less than £50; Sarah Haydon and Councillor Hawley agreed that this was an appropriate amount to spend. All were in favour; Hannah would draft a letter for the schools.

The group discussed timescales. The postcards should be returned by the end of September 2017. The group would pull the questionnaire together during September and then there would be a good news story to announce the winner of the postcard competition and tell people the questionnaire was coming. The questionnaire should be distributed after the October half term (w/c 23 October).

Sarah Haydon would work with Hannah to apply for the technical support during August.

There was discussion about the use of Dropbox and agreement that this would be hosted by Hannah; Sarah Haydon would send Group Leader contact information to Hannah.

**5. Date of next meeting**

The following meetings were arranged:

**6 September, 6.30pm**- Working Group meeting, focussing on the development of the questionnaire. The Group Leaders will need all Open Day feedback for this meeting.

**28 September, 6.30pm**- Neighbourhood Plan consultant training event/ workshop. A projector would be needed for this meeting.

**5 October, 6.30pm**- Working Group meeting, focussing on finalising the questionnaire.

All meetings will be held in the Council Chamber in the Town Hall.

The meeting closed at 8.35pm.

Signed ..... Date .....