**CHOLMONDELEY** & **CHORLEY PARISH COUNCIL** www.cholmondeley-chorley.co.uk

**NEIGHBOURHOOD PLAN STEERING GROUP**

A meeting of the **Neighbourhood Plan Steering Group**

will be held on **Tuesday 8th of February 2022 at 7.30pm, Dowse Green Farm**

**MINUTES**

**Present:**

Councillors:, R Keys, C Hopley, P Probin, S Aspinall

Non- Parish Councillors: C Farquharson, S Rutter

**1 APOLOGIES**

Apologies:

I Cee, M Furze

**Absent:**

**2 DECLARATIONS OF INTEREST (PARISH COUNCILLORS) AND**

**CONFLICTS OF INTEREST (NON-PARISH COUNCILLORS)**

As the Minutes of the Steering Group meetings are stand-alone documents, it is important that  declarations, and conflicts of interest, are declared at each meeting and recorded so that  members of the public can be assured that there are no undeclared interests at any meeting.

Parish Councillors are asked to make any declarations of interest (in accordance with the  Parish Council’s Code of Conduct) and non-Parish Councillors are asked to declare any  potential conflict of interest owing to a connection with the business of the Steering Group  and/or any item on the agenda.

Confirmation of S Aspinall as new member

**3 MINUTES OF THE MEETING HELD ON 20th of April**

**3.1 Approval of the Minutes of the Steering Group**

Minutes approved for 30th of November 2021

**3.1 Matters Arising from either set of Minutes**

**4 POINTS OF DISCUSSION**

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| --- | --- | --- |
| Item | Discussion  | Action |
| Preparation and information for Cheshire Wildlife Trust | Members from group met with Cheshire Wildlife Trust to gain further information, the Trust will start with a landscape character survey and wildlife survey, agricultural soils, distinctiveness map and map further data. They have requested any birds or butterfiy surveys. | Birdy surveys provided by members where possible. |
| Event Planning / Photos | Discussed format of plan and event, group agreed that photos from the Parish would be useful for the plan but also for wider community images.  | Group continue to collate photos |
| Draft Documentation | Group discussed that until grant is available, there are parts of the plan that are unable to be completed, but work on draft as able. | Group to work on draft as able.Chair to contact Clerk to determine if any extension with grant due to pandemic. Outcome: Unable to have extension, have to reapply for grant within next financial year.  |

Initial draft reviewed, with outstanding gaps to wait for Cheshire Wildlife Trust report, expected to be completed by end of March 2022. Comments and responses from review with Lucy Hughes discussed and draft edited accordingly.

**5 ANY OTHER ASSOCIATED MATTERS**

Group agreed to await outcome from CWT report prior to arranging further meeting.

Page No. **2 |**