**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 18th of May at 7.30pm**

The meeting will be held remotely, via Zoom

**ACCESS DETAILS: Click the link to join**

Claire Farquharson is inviting you to a scheduled Zoom meeting.  
  
Topic: Neighbourhood Plan Steering Group - Grant Application  
Time: May 18, 2021 07:30 PM London  
  
Join Zoom Meeting  
https://us05web.zoom.us/j/86785076074?pwd=Qmt1ZWhEMDZzTW9XR0pWakkwK25PQT09  
  
Meeting ID: 867 8507 6074  
Passcode: e07zkc

**MINUTES**

**Present:**

Councillors: S Langton, R Keys, C Hopley.

Non- Parish Councillors: C Farquharson, C Nickson, Martyn Furse

**1 APOLOGIES**

Note: Matthew Robinson and James Hall have sent apologies for each meeting to be held via  Zoom and will resume attendance, once face-to-face meetings are reinstated.

Apologies received from:

Stacey Rutter

Phil Probin

Tony Fennell

**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.

*No changes*

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

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

Clerk to provide minutes at next meeting, for approval.

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

**4 POINTS OF DISCUSSION**

The Steering Group is asked to discuss

* To discuss content of grant application to forward for consideration by Parish Council

Grant Application: All those present were happy with the grant application, but agreed that prior to submission it would be useful to ask Cheshire Community in Action to review to ensure no errors or omissions. Chair to contact Clerk to see if quote for service is possible, and if this could be paid by the precept in the Parish Council budget. As until the grant is approved, unable to utilise funds and unable to claim retrospectively. Members are concerned there are factors that they may not have considered or uncontrollable circumstances that could result in additional costs.

Quotes for Cheshire Community in Action, Catering, Bowling Club Hire, Cheshire Wildlife Trust agreed in principle, discussion regarding utilising other companies, but group agreed with justification of choices.

Chair explained quote for printing has been requested by Clerk, but not received, but content of quote discussed and agreed, group happy on receipt of quote to be added to grant.

Chair explained at previous meeting discussion regarding traffic survey as respondents from questionnaire indicated concerns regarding traffic. Clerk advised to discuss at this meeting scope of brief to determine if a quote was required. Whilst the group agreed that respondents are concerned at particular points through the parish, that a traffic survey would highlight this but with national road speeds due to nature of roads already in place, that it would not result in change. Therefore group agreed not to continue with a traffic survey quote.

**5 ANY OTHER ASSOCIATED MATTERS**

**No other business**

**6 DATE OF NEXT MEETING**

**TBC**

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