

## **Neighbourhood Plan Working Group – Terms of Reference (Updated)**

### **1. Purpose**

To support Cholmondeley & Chorley Parish Council in completing the final stages of the Neighbourhood Plan process, including Regulation 14 consultation, revisions to the draft plan, and preparation for submission to Cheshire East Council.

### **2. Status**

The Working Group is advisory only and has no delegated decision-making powers. All decisions remain with the full Parish Council.

### **3. Key Responsibilities**

- Prepare and promote the Regulation 14 public consultation.
- Collect, analyse and summarise consultation responses.
- Recommend any changes to the draft plan based on feedback.
- Liaise with Cheshire East Council and consultants as needed.
- Assist with final submission documentation for Regulation 15.
- Support the Council through examination and referendum stages.

### **4. Membership**

- Comprised of parish councillors and community representatives.
- Chaired by a parish councillor, with membership approved by the Council.

### **5. Meetings**

- Held as needed, informally.
- The group will report progress to each Parish Council meeting.