

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING on 23 June 2021

Present: Cllr Bruce Adams (Chair) (BA)
Jason Allan (JA)
Cllr Matt Cooper (MC)
Marianne Dobson (MD)
Nick Gerrard (NG)
Peter Hamilton (PH)
Cllr T Harrison (TH)
Cllr N Hennerley (NH)
Cllr Julie Morton (JM)
Cllr John Tuck (JT)
Cllr Richard Wright (TW)
Doreen Walker, Clerk (DW)

Apologies: R Cornwall-Legh, B Lewis, Cllrs Sykes and Ruddock

1 **Overview of Regulation 14 responses**

Peter Hamilton (PH) had undertaken an initial analysis of the responses received as follows:

- From High Legh residents on website and other comments from residents/businesses there were 297 valid entries (i.e after removing duplicate and void entries from those received) and 1,987 comments.
- From external organisations: 66 Consultation Bodies were consulted and there were 9 responses from Cheshire East Council, Natural England, Cheshire Gardens Trust, Coal Authority, National Grid, Highways England, United Utilities, High Legh Primary School and St John's Parochial Church Council.

PH also identified the key issues raised by local residents and other consultees on the core elements of the draft NP relating to the development strategy, proposed settlement boundary and proposed housing allocation as follows:

- The case for Green Belt release
- Location for Green Belt release
- Alternative locations
- Quantum of development
- Size of proposed allocation
- Village Centre
- Viability
- Inadequate infrastructure for development
- Issues relating to the proposed location of the allocation

General comments on the responses included:

- Some had obviously only read the summary and not realised the answers to the points they raised were included in the full version.
- Some responded with clearly inaccurate statements
- Some responded repetitively to nearly every policy about the same issue which only related to the housing allocation
- The housing allocation as proposed had become a divisive issue in the community

- Many responded with only “No comments” to the overall plan which was most likely an endorsement of the overall plan but this could not be guaranteed. It would have been better if we had a question: “Do you agree with the NP overall?”
- A few responses were insulting and bordering on the libellous
- Some challenged aspects of the evidence derived from the previous surveys
- We could also have asked if people had responded to previous surveys.
- It was vital that all responses were seen to be addressed to continue to preserve the integrity and transparency of the process

Thanks were given to PH, BA, JT, DW and NG for their work on the administration of the survey.

It was agreed that there was a lot more analysis to do before a clear response to the issues raised could be clarified.

2 **Response to the consultation responses**

A lengthy discussion around the issue took place during which many points were made including:

- From the initial survey, and subsequently, the NP process had been based on the clearly expressed view of the majority of HL residents that we had a housing problem to allow older people to downsize and for young people to afford to stay in High Legh.
- A decision was taken early on that what the village wanted was new houses of the right type which would keep the village and the facilities alive.
- If we still believe that the village want us to deliver houses of the right type it is up to us to make a good case for releasing Green Belt.
- Many had responded as though it were a planning application and appeared not to understand that the overall purpose of the NP is to provide protection and planning guidance for the Village.
- If more housing is to be provided the need has to be clearly established and with the passage of time from the earlier surveys the level of demand will need to be updated – it may be that there is now a reduced demand to be accommodated.
- HS2/NPR and Covid have undoubtedly had some impact.
- The vast majority of the policies in the NP were supported – the controversy, lack of clarity and obvious misunderstandings about the proposed housing allocation was the main issue to be addressed.
- Key misunderstandings included the assumptions by some that the housing was a specific proposal/planning application, that it was a foregone conclusion, that it would cause the golf club to close
- The illustrative Masterplan which had been intended to help resident’s understanding as to what the allocation might mean had caused as many problems of misinterpretation as it had solved.
- Maybe the key to satisfying some of the dissent is to detail the quantum and density of the type of accommodation.
- The case for the housing proposal has clearly not been convincingly made to some, though it clearly has to others. Issues around access, quantum and environmental protection need to be clarified.
- Need to be clear on how starter homes could be for High Legh residents.
- It would have undoubtedly helped if we could have had an open meeting to present and discuss the NP with the community (but Covid had prevented this)
- The case for the Village focal points/Village Centre was not clearly understood by all.
- There would need to be a clear justification based on local need to justify the exceptional circumstances for release of Green Belt land given the Cheshire East comments.

- In moving forward there is a need to preserve the integrity of the process so that residents could fully appreciate the rationale for the final plan even though they may not necessarily agree with all aspects of it.
- Whilst there is a danger of consultation fatigue there was likely to be the need for some further and current survey relating to clarifying housing need

3 Next Steps prior to the Regulation 15 consultation

Agreed that PH will analyse all the comments under 3 columns:

- Resident /Business/Consultee Comment
- NP Steering Group (NPSG) Response
- Proposed Action recognising that some actions will have to wait until the next meeting for the responses and specifically the actions needing to be agreed by the NPSG.

The strength of the NP process was that every step had been based on evidence of what the majority of those in the Parish appeared to be supporting (recognising that this did not necessarily mean unanimity) and notwithstanding the controversy on one aspect of the Plan now it was important to continue in this vein.

The NPSG then considered 5 options:

- 1 Carry on with the NP as is but make some changes. Insufficient evidence to support this at present so would need more evidence.
- 2 Remove the policies related to the housing allocation and carry on with the rest. This would require the narrative to change around the objectives but would abandon the whole issue of the demand for housing that had been a key factor in the whole NP process.
- 3 Remove allocation and associated policies but acknowledge in the NP that need for housing is an issue but something the group will look at the next review of the NP say in 5 years' time. This would be kicking the can down the road and not address the housing issue.
- 4 Carry on with the objective of providing some more housing within the Village as we believe it will make the Village a more sustainable place to live (eg the viability of the School) but in order to achieve that need to look at quantum, type and location of housing again.
- 5 Abandon the NP altogether which would mean the opportunity to afford protection and guidance for the Village would be lost.

Another detailed discussion took place after which it was agreed:

1. PH would complete a review of all the comments and draft a response and proposed action for discussion at the next meeting of the Steering Group in conjunction with BA and NG.
2. PH would make recommendations as to the best option for getting greater clarity on housing demand and further survey work that may be required

Meeting closed at 10.40 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN on 29 January 2020

Present: Jason Allan
Richard Cornwall-Legh
Nick Gerrard
Will Hind
Simon Richards, Land Studio
Doreen Walker, Clerk

Apologies: Bruce Adams, Marianne Dobson, Brian Lewis, John Tuck, Richard Wright and Peter Hamilton

- 1 In relation to the queries that Will Hind had raised before the meeting Nick confirmed that:
 - a. Cheshire East had to approve that the draft NP was in accordance with the Local Plan and following a referendum they had to formally adopt it as a part of the planning framework for the area. They could not, however, overturn the result of the local referendum on the final plan
 - b. It was entirely appropriate for NPs to allocate sites as in the case of the current proposals following the outcome of the surveys and previous decisions of the SG

- 2 Review current position and funding
Nick Gerrard reported that Locality had accepted that the Land Studio Masterplan quote was acceptable and the £3,000 remaining grant had been received. Simon had been asked to start work on the brief. Stage 4 indicative programme had been circulated.

- 3 Masterplan
Simon presented the Masterplan brief work done to date. This will be circulated by Nick with a brief narrative of Simon's comments to those present for comments and then sent to all committee members for feedback. Simon offered to talk to individuals if they wanted to discuss any aspect with him.

4. Policy
Jason asked if you could define policy enough to get something like the Masterplan. Simon said a design code could be written into the policy.

Actions:

JA, RC-L, NG and WH to have comments back to Nick by 5 February.

Nick to send out to committee.

Comments to Simon by 14 February.

Next meeting will look at the draft policies which Peter is writing.

Next meeting on 4 March at 7.30 pm.

Meeting closed at 9.00 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN on 11 December 2019

Present: Bruce Adams
Jason Allan
Richard Cornwall-Legh
Marianne Dobson
Nick Gerrard
Will Hind
Brian Lewis
Richard Wright
Simon Richards, Land Studio
Peter Hamilton, PH Planning Consultancy
Doreen Walker, Clerk

- 1 Review current position and funding
Cllr Adams updated the meeting on progress since the last meeting on 13 March.
It had been agreed that a masterplan was needed. BA had applied for a grant and the PC had received £6000. The remaining £3000 was withheld until a quote for the masterplan had been received.
- 2 Masterplanning tender exercise
NG, RC-L and MD had produced a brief which in September was sent out to four consultants.
Only one quote was received from Land Studio. It is good value for money and helps that Land Studio have prior knowledge and the background analysis.
It was agreed that we accept Land Studio's proposal subject to Locality's agreement.
See Land Studio letter of 25 November for details.
- 3 Draft Plan for Consultation
Peter Hamilton had circulated Proposed Scope and Fees. Stage 4: Writing the draft Plan up to Reg 14 could be done by the end of March.
A Strategic Environment Assessment may be required but PH will check with CEC.
Provision for four meetings will be included.
PH will produce a programme.

Next meeting will be held towards the end of January.

Post meeting note: Next meeting on 29 January at 7.30 pm.

Meeting closed at 8.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN on 11 December 2019

Present: Bruce Adams
Jason Allan
Richard Cornwall-Legh
Marianne Dobson
Nick Gerrard
Will Hind
Brian Lewis
Richard Wright
Simon Richards, Land Studio
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A Strategic Environment Assessment may be required but PH will check with CEC.
Provision for four meetings will be included.
PH will produce a programme.
- 4 PC decision required
Ask PC if they will delegate the decision about submitting the plan to the NP Steering Group.
BA to action on 20 January.

Next meeting will be held towards the end of January.

Meeting closed at 8.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKSHOP on 13 March 2019

Present: Bruce Adams
Jason Allan
Nick Gerrard
Richard Cornwall-Legh
Marianne Dobson
Brian Lewis
John Tuck
Richard Wright
Peter Hamilton, PH Planning Consultancy
Doreen Walker, Clerk

Apologies: Will Hind and Gail Coenen

The Objectives for the Workshop

- 1. Achieve a consensus on the type and location of new facilities, the number and location of new housing and any other improvements in the village up to the period 2030 to help make High Legh a more sustainable and viable place to live.*
- 2. Set out the strategy and rationale for justifying the release of Green Belt for new development.*
- 3. Proving that there is a strong evidence base to support the strategy and rationale.*

The draft Greenbelt Assessment of parcels N3-01 and N3-04 carried out by Land Studio had been circulated and sent to Tom Evans at CEC for checking for compliance with CEC's requirements.

Each person reported on their findings on the homework.

Actions

1. Peter Hamilton will produce a report on the findings and conclusions reached.
2. Peter Hamilton thought that there was a need for a masterplan for area N3-04 to support the policy for extra housing and it was agreed that this would be necessary to help explain to residents what it might mean and how the concerns regarding access, site servicing etc would be addressed. If the masterplan was an annex to the NP it could be reviewed.
NG, MD and RC-L to produce a brief.
3. Bruce Adams to investigate grants. (subsequent to the meeting the Grant situation has been reviewed and a number of options identified. A process is being put in place to take the necessary decisions to allow our NP to be funded.)
4. All to comment on the draft policies produced by Peter Hamilton – Nick Gerrard to circulate again.
5. Peter Hamilton to produce a revised proposal for taking HLNP forward in the light of the workshop's conclusions.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKING GROUP on 9 January 2019

Present: Bruce Adams
Jason Allan
Nick Gerrard
Richard Cornwall-Legh
Marianne Dobson
Richard Wright
Simon Richards, Land Studio
Peter Hamilton, PH Planning Consultancy
Doreen Walker, Clerk

Apologies: Brian Lewis and John Tuck

Workshop

A Workshop will be held on Wednesday, 6 March starting at 6.30 pm, facilitated by Simon Richards. Peter Hamilton to attend.

Bruce will circulate homework to include:

How much housing?
What type of housing?
What facilities do people want?

Vision & Objectives – comments to Peter by 1 February
Scope & Policy Themes – comments to Peter by 22 February

Simon to produce a framework for the Workshop.

Next Meeting – Wednesday, 13 March at 7.30 p.m. (12th not available)

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKING GROUP on 5 December 2018

Present: Bruce Adams
Nick Gerrard
Richard Cornwall-Legh
Marianne Dobson
John Tuck
Doreen Walker, Clerk
Simon Richards, Land Studio
Peter Hamilton, PH Planning Consultancy

Apologies: Brian Lewis and Jason Allan

- 1 Sharing documents
DW to put draft documents onto the Google account. Share Dropbox with PH.
- 2 Policies
MD had produced a paper giving objectives and policies. PH said this was a good starting point. Some policies will be generic and some will be more specific, e.g. site allocations. The evidence base will run in parallel. The two questionnaires are a key part of the evidence base.
NG said that we need to make sure that we cover all of the adverse comments to show where we have addressed these.
Make sure there is adequate infrastructure in place beforehand.
- 3 Objectives were discussed and amended.
PH said that the objectives need to be related to development. If you get the right facilities in the right location they will be better used.
JT asked if it will be localised enough for High Legh. PH said that you have a policy and then you name the specifics to make it local.
- 4 Green belt assessment
NG will contact Tom Evans to check if all sites need to be assessed.
- 5 Costs
Once NG has confirmed the scope SR and PH will put some costs together. Initial work will take about 5-6 weeks.
- 6 Characteristics of the area
Old buildings, church area, Pheasant Walk cottages.
- 7 Stages and tasks
PH will look at a modified Stage 1 and 2.

PH showed the Neston NP which he had been involved in.

Next Meeting – 9 January at 7.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKING GROUP on 6 November 2018

Present: Bruce Adams
Nick Gerrard
Richard Cornwall-Legh
Marianne Dobson
Brian Lewis
Jason Allan
John Tuck
Doreen Walker, Clerk
Simon Richards, Land Studio

Apologies: Will Hind and Richard Wright

1 Actions from the last meeting:

DW had started on the Community & Stakeholder Engagement document and a Table of Community Engagement, the History and a list of Historic Buildings
RC-L had circulated the survey comments by policies
MD had done a list of maps and taken photos.
BA key issues not completed.
Vision – need to review it.

2 Where to file documents so everyone can comment

At present we use Dropbox. DW to add SR.
JA will look at Office 365
MD will look at Google

3 Policies

Need justification, description and policy
SR will work with Peter who will write the policies.
Everyone to bullet point comments on the key points on policies by 23 November.

Housing & Village Centre – NG had received a draft Green belt assessment report from Tom Evans. If anything is to happen in the Green belt CE have to agree it and it has got to go through an assessment which is sound as far as CE are concerned. As SR has done green belt assessments, he will do these with Peter but will first check that the assessment methodology complies with Cheshire east's requirements.

BL said that housing for older residents was one of the main comments.

4 Costs

SR will put some costs together.

5 Publishing survey results

The survey results and comments will be published once there is a draft plan. Use RC-L's summary Sheet.

6 Next Steering Group meeting

Will be arranged when the analysis is complete and we have a draft plan, probably January.

7 Other Actions:

- 1 BA to send generic contents – Appleton Thorn was a good example
- 2 DW to email Steering Committee

3 Community photos needed

Next Meeting - 5 or 11 December at 7.30 pm (date to be confirmed by SR)

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKING GROUP on 12 September 2018

Present: Bruce Adams
Nick Gerrard
Richard Cornwall-Legh
Marianne Dobson
Will Hind
Brian Lewis
Doreen Walker, Clerk

Apologies: Richard Wright

1. Review analysis of 2018 Survey

NG had circulated the survey results and colour coded comments. RCL had put the comments under policy headings. MD suggested a large plan with all the comments on the village would help to visualise the areas.

NG had contacted Tom Evans at CEC. The green belt assessment was done in 2015 by Arup. From CEC point of view, they have not got enough housing in the north of the borough. If we have a policy of development in the green belt we have got to have a case which CEC can make, and they will support us. The next steps recommended by CEC are:

- Establish and set out clearly the local circumstances that necessitate the release of further Green Belt sites, and understand the consequences of not doing so.
- Undertake wider analysis of the constraints and opportunities related to each development site to be considered.
- Prepare further detailed analysis. Whilst there are limited internal boundaries to the Green Belt parcels already assessed it may be possible to analysis the contribution that parts of those parcels make to the purposes of the Green Belt and provide a refined understanding of the options available.

Need a draft outline of key issues/objectives. A summary of the survey findings is part of the story. MD said there are other wider constraints – what areas have landscape values, dispersed farmsteads, keep development towards the settlement edge.

2. Policies

Retaining Local Character and Design
Housing
Village Centre or Community facilities/Central Area
Environment
Accessibility (traffic, transport, roads, footpaths)
Infrastructure (utilities)
Business or Local Economy

3. Actions Agreed:

- 1 RCL to carry on work on condensing duplication and circulate
- 2 BA to have a shot at the key issues and circulate – everyone to comment
- 3 NG to check 2016 results are included
- 4 NG to invite Simon +1 to next meeting
- 5 NG to speak to Tom Evans and circulate green belt information when finalised
- 6 MD to put together maps needed
- 7 MD to take photos for a mini visual assessment of the village

4. Next Meeting
6 November at 7.30 pm

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP on 31 July 2018

Present: Bruce Adams
Nick Gerrard
Richard Cornwall-Legh
Brian Lewis
Doreen Walker, Clerk

Apologies: Cllrs Hind and Morton and J Allan and M Dobson

5. Review analysis of 2018 Survey

Nick Gerrard had circulated the survey results and comments. He had asked Tom Evans to do an assessment of green belt implications of both proposed sites. Both the 2018 and 2016 survey results were discussed.

6. Policies

It was agreed that the following subjects should be policies:

- Retaining Local Character and Design
- Housing
- Village Centre
- Environment
- Accessibility (traffic, transport, roads, footpaths)
- Infrastructure (utilities)
- Business

It was agreed that Simon Richards should be asked to prepare the policies but would need a brief from the Steering Committee.

7. Actions Agreed:

- i) Nick to circulate policy subjects in early September.
- ii) Nick and Bruce to highlight in different colours the comments relating to each policy.

8. Next Meeting

Dates agreed are 12 September and 17 October.

Agenda items:

Agree policy areas and brief for Simon Richards

Agree general format of the Plan and work through first ideas of who will do which parts of the Plan
Timetable

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN on 6 December 2017

Present: Nick Gerrard
Trish Adams, CA
Richard Cornwall-Legh
Charlotte Coupe
Robert Coupe
Marianne Dobson
Brian Lewis
Cllr John Sykes
Cllr John Tuck
Doreen Walker, Clerk
Cllr Richard Wright
Simon Richards from Land Studio

Apologies: Cllrs Adams, Hind, Cooper, Morton and J Allan, I Harris, S Ruddock, M Walker

In view of absence of Cllr Adams, it was agreed that Nick Gerrard should chair the meeting. He proposed the purpose of the meeting was to agree the form of the public exhibition and questionnaire and the nature of the proposed consultation. This was agreed.

9. Background

By way of introduction and background Nick read out his email to the Steering Group of 21 May which explained the options and the agreed next steps following the Steering Group workshop on 15th May. Since then a Declaration of Interest register has been produced which is on the NP website and the Sub Group had worked with Simon Richards to produce the draft Exhibition Boards which had been circulated. He also explained how High Legh is in a completely different place to most other areas producing a Neighbourhood Plan in that we were not facing bombardment by a series of housing proposals; that most of the land in the core of the Village was owned by High Legh Estate who had a very longstanding commitment to the area and who were engaged in the NP process, and the primary issue was to agree what form of improvements that we wanted to see.

Once these had been agreed by the Steering Group they would also be incorporated into a questionnaire to be circulated to all households in High Legh (in advance of the proposed public meeting) so that anyone unable to get to the public meeting would be able to read the background to the plan and the questionnaire.

Nick also explained that the next stages of the process were:

- Agree what is to be presented to residents and the questionnaire
- Agree the arrangements for the public consultation on the questionnaire
- Issue the questionnaire to all households with the background in the Exhibition Boards
- Analyse the questionnaire findings
- Produce draft policies for the Neighbourhood Plan and agree them with the Steering group to reflect the findings of this and the previous questionnaire

- Then produce a consultation draft of the Neighbourhood Plan for HL residents to comment on.
- Then submit it to Cheshire East
- Then for it to be examined by an independent inspector who would, amongst other things, examine the evidence to support any proposals in the Plan (after which amendments may have to be made)
- Then for a referendum of High Legh residents on the final plan which would need to achieve a majority vote.
- And only then, if approved, would it be incorporated into the formal planning system by Cheshire East

10. Presentation Boards

Simon then ran through the presentation boards in particular explaining the rationale for the 3 approaches. A thorough discussion took place on various issues raised by emails sent by Steve Ruddock and Charlotte Coupe as well as other issues raised in the meeting.

A lengthy discussion took place on the output of the Plan being policies that would provide a framework to influence the future and the key next task would be to craft policies that incorporated what the majority of residents wanted to see together with any controls or mitigations that were needed. No proposals will be implemented directly as a result of the Plan's existence but the key thing in this next stage is to understand what are the elements in relation to housing, facilities and the Village Centre issues that matter most to people in the light of wanting to maintain the character of the Village. This was why it was not possible to be very prescriptive at this stage eg by saying that x houses would deliver y facilities as there were so many variables that are impossible to quantify at this stage. It was important that we did not get bogged down in too much detail. Simon said it is about being clear on the principles at this stage and we are a long way off the detail.

Nick also explained how the estimate of the 2016 questionnaire had been derived to say that the 324 responses represented c 900 residents.

In the light of the discussions it was agreed that the following changes would be made:

- Include reference to how the higher level policies above the Neighbourhood Plan fit in at the front including reference to the Green Belt
- Explain how the information will be used to write draft policies
- Amend the reference to the absolute link between large scale housing and no new facilities
- Ensure consistency in presentation of 3 approaches throughout eg agreed not to refer to potential benefits and drawbacks but key features
- Ensure that pie charts and colours are consistent
- On page 5 clarify the reference to Cheshire East indication of demand for housing.

These would be incorporated into a revised set of exhibition boards to be circulated to the Steering Group. No other changes were proposed.

Nick also reported that it had been agreed by Bruce and the PC that Land Studio will be given an extended brief (after the questionnaire has been completed) to draft the policies for consideration to be included in the draft neighbourhood Plan.

11. **ACTIONS AGREED:**

- a) Questionnaire – is it asking the right questions? Everyone to let Nick have comments on the questionnaire by January 5th in the light of the discussion at the meeting. **Action: All**
- b) Nick will recirculate once comments have been received.
- c) Simon to provide examples of policies from other Neighbourhood Plans.
- d) Nick to recirculate revised Exhibition Boards once amendments above made
- e) Public Exhibition – will be held in March/April, dates to be confirmed: Doreen to clarify ensuring Easter and school holidays avoided. Information to be sent out to all residents. A presentation will be given on one day and the exhibition open for a couple of days.
- f) Nick will do an article for the CA Newsletter (deadline 31 December).

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKSHOP 3 held on 15 May 2017

Present: Cllr Bruce Adams
Trish Adams, CA
Jason Allan,
Richard Cornwall-Legh
Marianne Dobson
Barry Elding
Nick Gerrard
Cllr Will Hind
Brian Lewis
Cllr Julie Morton
Steve Ruddock
Cllr John Sykes
Doreen Walker, Clerk
Mike Walker, CA & VHMC
Cllr Richard Wright
Simon Richards from Land Studio

Cllr Adams said that communities are having to do Neighbourhood Plans themselves. We are still trying to understand the disparate results from the questionnaires and public meeting and trying to get some sort of consensus on what the village wants.

Cllr Hind said that the reason the PC approved of the NP was that we are trying to retain the beauty and rural charm of High Legh. There is development around us on green belt land in Manchester, Trafford and Warrington, all around us. He would encourage this group to communicate this.

Nick Gerrard said that Simon Richards was brought in to help us articulate the benefits and consequences. We are trying to retain the character of High Legh.

Richard Cornwall-Legh said that whatever the outcome the Estate would rather retain some control of any development.

Simon Richards gave a presentation on 3 options.

After long discussion on the various options put forward, it was decided to hold a public meeting and use Option 1, Option 2b and Option 3c modified.

BA, NG, RC-L, BL, WH and MC will meet to discuss what to put about the NP on a board for the public meeting.

Public meeting on 2 days to be arranged before the school holidays, probably end of June.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN WORKSHOP 2 held on 18 April 2017

Present: Cllr Bruce Adams
Cllr Matt Cooper
Richard Cornwall-Legh
Charlotte Coupe
Marianne Dobson
Barry Elding
Nick Gerrard
Simon Hampson
Iestyn Harris
Cllr Will Hind
Brian Lewis
Cllr Julie Morton
Steve Ruddock
Cllr John Sykes
Doreen Walker, Clerk
Mike Walker, CA
Simon Richards and James Davidson from Land Studio

Apologies: Cllr Richard Wright, Trish Adams and Jason Allan

Cllr Adams said that this was an open discussion to help to develop some scenarios and asked for ideas/views.

Simon Richards gave a presentation on High Legh.

<https://www.dropbox.com/s/ddzzedlj1e5t6l3/High%20Legh%20Workshop%2002.pdf?dl=0>

A further workshop will be held in a few weeks' time.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 20 March 2017 WORKSHOP 1

Present: Cllr Bruce Adams
Jason Allan
Richard Cornwall-Legh
Charlotte Coupe
Nick Gerrard
Cllr Will Hind
Doreen Walker, Clerk
Cllr John Sykes
Trish Adams, CA
Mike Walker, CA
Simon Richards and James Davidson from Land Studio

Apologies: Cllr Richard Wright & Marianne Dobson

Simon Richards gave a presentation on High Legh. The objective was to gauge and discuss the views of the community and find out what defines the character of High Legh.

It was decided to ask representatives from other parts of High Legh to the next meeting, e.g. Woodlands Crescent, Rensherds Place, West Hall Court, Crabtree Lane.

Next Meeting: Tuesday, 18 April at 7.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 19 September 2016

Present: Cllr Bruce Adams
Jason Allan
Richard Cornwall-Legh
Charlotte Coupe
Marianne Dobson
Tom Evans, CEC
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Rhiannon Monaghan, CEC
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllrs Cooper and Tuck

1 Minutes of the last meeting - agreed

Action

2 Survey

Bruce summarised the present position. A meeting had taken place to discuss the results and Nick had produced a summary which had been circulated and agreed. In certain areas some contentions in the responses had been found leading us to wonder if we had enough evidence to develop the policies, e.g. on the housing questions the responses came through fairly clearly with a large number of people answering questions but an area which would need development was the demand for and delivery of village facilities where guidance was less clear. Further evidence will be needed to back up all the policies. Even if policies were put in place it doesn't mean that things are going to happen, it means it could happen. Nick said that people need to be given choices.

3 Draft Housing Needs Survey

Rhiannon had produced a draft Housing Needs Survey which was remarkably in line with the NP Survey results. Nick to send Rhiannon some amendments and then she will publish.

4 Development of policies

High Legh is in the green belt as far as the Local Plan is concerned and only the Local Council can take it out of green belt. Rhiannon said that the NP Group could set out their position about developing the Village Centre and allowing some small scale housing development. Robust evidence is needed to support it; however, the NP doesn't need to be as detailed as the Local Plan.

There may be scope to look at it in terms of using the ageing population, do you want to make provision for them in the plan, e.g. bungalows and starter homes? The middle is quite well catered for.

Bruce suggested putting out three scenarios.

Charlotte said it was about making people feel that they are the decision makers.

Tom said that CEC won't be coming to High Legh looking for sites but can help to deliver.

5 Public Meeting

Bruce said that the Steering Group have thought about holding a public meeting to present three concepts: no more facilities, making better use of linking together the facilities we have got in a more effective way, and putting together some ideas for a new village centre.

Tom suggested showing the evidence, asking if we should do something and if yes, show maps.

Marianne suggested having it over a weekend when the Sunday Teas has finished to give as many people as possible the opportunity to attend.

6 Master Plan

It was decided to ask a Master planner to put together a plan and to help drive the public consultation. Jason suggested a two stage process. Tom will provide a Site Allocation paper. Nick, Jason, Marianne and Richard C-L to put a brief for the selection of a master planner together.

NG/JA/
MD/RC-L
WH

Three quotes will be required. Will will send details of a planner.

Bruce thanked Tom, Rhiannon and Lucy for attending.

7 Further communications with the community

Survey results will be put on the NP website, Doreen to send out an email to PC Subscribers and Survey responders and ask Colin Carter to send to "What's On" and a piece will be put in the CA Newsletter.

DW

8 Next Meeting to be arranged

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 13 June 2016

Present: Cllr Bruce Adams
Richard Cornwall-Legh
Marianne Dobson
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllr Matt Cooper and Jason Allan

- 1 Minutes of the last meeting - agreed Action
- 2 Prize Draw DW
Winners were No 93 - J Hirst, No 246 - L Rossiter-Prentice and No 72 - D Stone.
Doreen to get vouchers.
- 3 Preliminary findings from Survey NG
Nick had produced a preliminary summary but more work was needed.
He went through some key points. 343 had been returned which was about 50%.
About 200 had been entered manually. The results need to be put on the website.
Nick will do a draft of the results and circulate to a small group (Bruce, Nick, Will,
and Richard Cornwall-Legh). Doreen to ask Jason if he would like to be involved. DW
Access to the results will be given to this group. NG
Group to meet on Tuesday, 5 July at 7.30 p.m. in the Upstairs Room. Room booked. BA/NG/
WH/RC-L
- 4 Process for development of policies
Bruce had produced a spreadsheet of policy areas from other NPs.
- 5 Review Project Plan BA
The revised Project Plan will be sent out with the minutes.
- 6 Further communications with the community
Doreen to send out email to PC subscribers and ask Colin Carter to send to "What's On" DW
It was suggested that the policies could be sent out to parishioners before the pre-
submission is written.
- 7 Next Meeting will be held when the mini group have the results.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 9 May 2016

Present: Cllr Bruce Adams
Jason Allan
Richard Cornwall-Legh
Charlotte Coupe
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllr Matt Cooper

- 1 Minutes of the last meeting - agreed Action
- 2 Delivery and return of questionnaires
Three quotes were obtained from printers and JFK Associates were chosen.
800 surveys had been printed and 700 envelopes at a cost of £922.
682 surveys had been distributed to all residents, 76 had been received back so far.
Bruce had written to everyone who helped to thank them.
- 3 Further communications with the community
A discussion took place on how to encourage more people to respond. Doreen to make laminated strips to give out. Bruce and Jason had attended Sunday Teas on 8 May but nobody had asked any questions. People were in the process of filling in the survey. Bruce, Nick and Will will go to Sunday Teas on 15 May. DW
Ask Gail to link the NP Facebook page to the PTA page. BA/NG/WH
Put a reminder in the School newsletter. BA
Trish Cope had been asked to mention it in church. Other groups to be contacted. NG/ DW
Church lunch could be a chance to ask people if they need any help to fill them in.
Will will draft an email to encourage people to complete it. WH
On 21 May say there is an extension until the end of May. DW
- 4 Review Project Plan
The Project Plan will be sent out with the minutes. Everyone to look at the feasibility to see if any amendments are needed. All
CE template with chapter headings on their NP page.
Ask Judy Popley if she would write a one-page history of High Legh. DW
- 5 Analysis of results
Lucy said that the objectives will come out of the returns.
Bruce, Lucy and Jason to look through other plans to see if there are any relevant policies which have been passed. BA/LH/JA
Think about any planning applications when a NP would have been useful.
- 6 Other sections of the NP report
Lucy can write the Conditions Statement when we have the draft policies. LH
- 7 Grants
Bruce reported that a grant had been received of £2660 which had to be spent in

the next 6 months. Cost of printing was £922. SurveyMonkey renewal will be £300. We need to report what it has been spent on and provide invoices for anything more than £1000.

8 Next Meeting will be held on 13 June 7.30 at the Village Hall.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING

held on 11 April 2016

Present: Nick Gerrard
Cllr Matt Cooper
Cllr Will Hind
Lucy Hughes, CCA
Marianne Dobson
Doreen Walker, Clerk

Apologies: Cllrs Adams & Wright, Jason Allan and Richard Cornwall-Legh

- 1 Minutes of the last meeting - agreed Action

- 2 Survey NG/RC-L

Nick, Will and Jason had met on 31 March and produced a shorter version. Draft 6 had been circulated to the Steering Committee and the two working groups for comment. Nick had produced Draft 7 which included some amendments in the light of the comments received and had consulted with Cheshire East. The Group ran through the various comments and agreed on various further changes. Nick will finalise in the next few days once the maps have been updated by Richard Cornwall-Legh.

- 3 Production and distribution of Survey WH
DW
LH/DW
WH
DW
NG

Will to ask a designer to produce a cover with the picture and some writing on.
Doreen to contact Lorraine with the final draft.
Lucy and Doreen to proof read.
Will to combine both cover and word document into a printable pdf by 20 April.
Doreen to circulate printer quotes. Printed survey required by 27 April.
Nick to do SurveyMonkey version.
Aiming for distribution over the weekend of 30 April – 2 May and to be completed by 22 May.

- 4 Communication to the community DW
DW

Article has been put in the CA Newsletter which will be circulated about 18 April. Jenny will ask Newsletter distributors if they will also deliver the survey. On 8 and 15 May volunteers needed to be at the Village Hall from 1.30 – 4.30 in case residents want to talk about the survey. Doreen to ask for volunteers.
Display needed.
Doreen to ask Class 5 to complete the survey with help from Mrs Price.

- 5 Analysis of results NG

SurveyMonkey will produce analyses if all replies are put online.
CE will help with housing analysis.
Can Nicola Keeley or Diane Long help?
Should have results sometime in June and then a decision can be taken on which policies will be written. Lucy will help with policies.

- 6 Grants
Bruce had the promise of a decision soon on a grant from Locality (probably up to £2,600 to spend in the next 6 months).

7 Next Meeting will be held on 9 May 7.30 at the Village Hall.

Meeting closed at 9.00 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 14 March 2016

Present: Cllr Bruce Adams (Chairman)
Jason Allan
Cllr Matt Cooper
Richard Cornwall-Legh
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Cllr Richard Wright
Doreen Walker, Clerk

- 1 Minutes of the last meeting - agreed Action
- 2 Reports from Working Groups
The Village Centre Group and the Housing Group had both met 3 times.
Nick and Bruce had met with Cheshire East and received a draft Housing Assessment Report, which had been circulated. Through this process an evidence base is being prepared.
- 3 Consolidate draft Questionnaire
Nick had produced a draft questionnaire from both the working groups which needs to be properly designed. He had received a lot of help from Jason, Richard C-L and Marianne. Also needs translating into a Survey Monkey version. Need to make it as user friendly as possible.
Bruce will send out an email to SG, VC and Housing Groups to ask for comments on the draft questionnaire. Deadline 23 March. Everyone to reply to all. BA
A smaller group will then meet to discuss the comments: BA, NG, WH and JA possibly on 30 March. (now 31 March at 7.00 p.m.)
Will suggested that each sub section should start "By completing this section it will give us"
Send final version out to all for any fundamental changes. By 8 April could involve designers.
- 4 Production & distribution of Questionnaire
Doreen to get quotes from 3 printers for 800 x 20 and 30 pages printed double sided, A4 colour. Send copy of Pulborough Survey as an example. DW
Questionnaire is for 16 and over. Possibly have a school project to get children's ideas.
Have a pdf of the questionnaire on the website for people to print off.
Try to aim to have it ready to go out with the CA Newsletter mid-April.
Order overprinted A4 envelopes or stickers. Questionnaires to be filled in online if possible or put in boxes at the Village Hall, School, St John's or sent to the Clerk's house. DW
Prize draw for those who return within 2 weeks - 3 prizes of £20 vouchers (Garden Centre, M&S or Toys R Us). DW
Picture for the front page of the CA Newsletter and article needed by 3 April. NG/BA
- 5 Review Project Plan
Bruce had updated the Project Plan.

6 Grants to fund the next phase
Bruce had registered for a grant which can be spent from 1 April and is in the process of filling an application form in.

BA

7 CCA support
Lucy confirmed that there were 11 days left of the 20 days allocated of her time and it had to be used by the end of September. Lucy will help draft policies for us.

8 Next Meeting will be held on 11 April at 7.30 at the Village Hall and then 9 May.

Meeting closed at 10.00 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 10 December 2015

Present: Cllr Bruce Adams (Chairman)
Nick Gerrard
Lucy Hughes, CCA
R Cornwall-Legh
Cllr Richard Wright
Doreen Walker, Clerk

In attendance: Jenny Pearce
Thomas Wright

Apologies: Cllrs Cooper, Hind and Tuck and Marianne Dobson

1 Minutes of the last meeting - agreed

Action

2 Reports from Working Groups

Village Centre - Nick reported that three meetings had been held.

Scenarios range from how can we make the best of what we have got and what improvements could we make to How can we create a village centre?

Lucy said that changes to the NPPF are out for consultation – one suggestion is that communities, through their Neighbourhood Plans, can allocate small scale sites for starter homes in their NPs. Lucy said that the examiner would probably ask why certain sites had been chosen.

Nick felt that the group would probably need two more meetings. Next meeting is on 6 January.

Housing Group – Richard Cornwall-Legh reported that two meetings had been held. Three scenarios had been set up. They have identified the starter and retirement homes that people can see a need for. If young people can be encouraged to come to live in High Legh there will be hope for the future.

When Bruce and Nick meet with CE they will ask if a Housing Needs survey can be done.

BA/NG

See Marton Housing Needs Survey.

Nick reported that at a Governors Meeting at High Legh School he raised the NP and Asked what the school's aspirations are. The Headteacher's immediate reaction was for more family housing.

Richard C-L said that one interesting thing from a development viewpoint was that a member of the working group had had experience in Lymm and said that ribbon development made a much more negative impact.

Richard C-L said he would prefer not to lead this group. Doreen to ask Jason if he would be willing to take over. Next meeting is on 19 January.

DW

3 Review Project Plan

Nick suggested that we aim to have the draft scenarios ready by the end of January, draft questionnaire by the end of February and printers by the end of March. Nick asked if there was a stage in Jan/Feb where the two groups could come together.

Infrastructure has to be included. We need someone with questionnaire skills.

An explanation document will be circulated with the questionnaire and a public meeting will be held when the questionnaire is launched.

- 4 Grants to fund the next phase
Bruce has been looking into grants. It was agreed that a grant should be applied for on 1 March which should then be available from 1 April. BA
- 5 Further engagement of residents and businesses
Bruce had produced a list of businesses. All to let Bruce have any amendments. All
Lucy suggested that a section of the questionnaire could be about businesses to find out about people working from home with small businesses.
Put article in CA Newsletter. Jenny was asked if the NP could be put on the front page of the March issue. Need a picture.
- 6 Ensure consistent format of NP document
Bruce had looked at other NP documents that are on the CE website which are all in a similar format, split into three reports: Proposed Plan, a Consultation statement and a Conditions statement. Bruce will try to maintain a template for the consultation statement. Lucy will do the Conditions Statement as it has to conform with the adopted plan. BA
LH
- 7 Next Meeting
In Bruce's absence, Nick Gerrard will chair the next meeting on
- Following dates are:
14 March
11 April
9 May

Meeting closed at 9.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 10 November 2015

Present: Cllr Bruce Adams (Chairman)
Nick Gerrard
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: J Allan, R Cornwall-Legh, Cllrs Hind and Tuck and Lucy Hughes

- 1 Minutes of the last meeting - agreed Action
- 2 Project Plan
Bruce had produced an updated Project Plan and it was agreed that we are currently on schedule.
Doreen to start a list of volunteer hours. DW
- 3 Working Group
 - 1 How do we create a village centre?
Nick reported on the two meetings already held.
Doreen to send out the Pros and Cons and scenarios to everyone involved asking for comments before 25 November. DW
 - 2 Housing Growth
The first meeting is on 12 November.
 - 3 Infrastructure/other development
As Will is very busy at the moment, Bruce will ask Matt if he can lead this group. BA
Nick will put some thoughts together on the key outputs and show how it might be split between the other two groups. NG
- 4 Format of NP document
Bruce had looked at other NP documents that are on the CE website which are all in a similar format, split into three reports: Proposed Plan, a Consultation statement and a Conditions statement. Bruce will try to produce an outline template of the consultation and conditions statements for the next meeting. BA
- 5 Outline format of next Questionnaire
Groups' evidence needed.
- 6 Grants
Bruce said that he felt we were now in a position to apply for grants. Bruce will contact Lucy for advice. BA
- 7 Engagement of residents and businesses
Doreen (and Colin Carter) to send an email out saying that in the first quarter of next year the Steering Committee be looking to deliver a questionnaire to all houses in the parish and collect the responses and asking if anybody would be willing to help with this. DW
There will also be an electronic copy. Inform them that the groups have started meeting and ask if anyone would like to join a group to let us know.
There will be a small proportion of businesses who won't get the questionnaire as a

resident. Need to ensure they get one. Bruce will circulate a list of businesses.

BA

Please put in your diaries: Next Meeting on Thursday, 10 December at 7.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN MEETING WITH VOLUNTEERS

held on 6 October 2015

Present: Cllr Bruce Adams (Chairman)
Richard Cornwall-Legh
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Doreen Walker, Clerk

Volunteers: Trish Adams, Colin Hay, Jenny Pearce, Jenny & Steve Ruddock and Thomas Wright.

Apologies: Cllrs John Tuck and Richard Wright

Action

Bruce thanked everyone for coming.

Will explained the Next Steps and Development with a Powerpoint presentation (available on Dropbox)

Working Groups

The working groups need to start immediately and report back monthly to the Steering Group.

NG/WH/RC-L

Lucy reminded the group that we are in Greenbelt so it has to agree with national and Greenbelt policies.

Nick presented a briefing document for the 3 Groups:

- 1 How do we create a Village Centre?
- 2 How much Housing Growth do we want?
- 3 What additional Infrastructure and other development do we want?

with the aim of making a Master Plan for High Legh.

A discussion followed on some ideas for No 1.

Each group will have two members of the Steering Group on. Groups have to engage people in their work.

The volunteers chose a group to be on and Doreen will email volunteers who didn't attend to see if they still want to help and ask which group they would like to be on.

DW

Doreen to then send the contact details to each leader so they can arrange meetings.

Jenny P asked if we had information on the population of High Legh. OCSI information is on Dropbox.

Website to be updated with presentations. Doreen to put on Dropbox.

JT/DW

Next Meeting of the Steering Committee is on Tuesday, 10 November at 7.30 p.m.

Meeting closed at 9.05 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 29 September 2015

Present: Cllr Bruce Adams (Chairman)
Richard Cornwall-Legh
Nick Gerrard
Cllr Will Hind
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllr John Tuck

Action

1 Working Groups

Following the Public Meeting on 15 September it was felt that there was an overlap with the working group titles. It was decided to change the working group titles to task focussed groups:

- 1 What could we do for a Village Centre and where?
- 2 Housing Growth – types of housing, how much more housing do we need to create what we want and where?
- 3 Infrastructure/other developments (to include transport)
What other developments would we be OK with outside the built up area?

with the aim of making a Master Plan for High Legh.

More detailed thinking is required from the groups. Bruce asked if everyone could come up with a few key words for each heading to provide some guidance for the groups. Let Will have them by Friday night.

All

2 Leadership

The Steering Group need to provide leadership and manage the groups. It was decided that two people from the Steering Group should be on each working group. Nick volunteered to be on No 1 and Will on No 3. Other Steering Group members to choose which group they want to be on.

All

3 6 October meeting with volunteers

First meeting to include everyone. Timeline needed. Groups to report back beginning of November, beginning of December and then early proposals by early January.

Will will put together a little presentation and devise some templates.

WH

Next Meeting on Tuesday, 10 November at 7.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 8 September 2015

Present: Cllr Bruce Adams (Chairman)
Jason Allan
Cllr Matt Cooper
Richard Cornwall-Legh
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Cllr John Tuck
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllr Gail Coenen

The purpose of the meeting was to finalise arrangements for the public meeting on 15 September.

	Action
Bruce had circulated a new agenda which was discussed.	
Lucy will provide some statistics on how many Neighbourhood Plans there are in CE and in the whole country.	LH
John to prepare video in a format that can be played through a laptop	JT
Facilitators to lead the discussion first and then ask attendees to put a coloured sticker on grid.	All
All presenters to circulate their presentations and questions by the end of Thursday. Each facilitator would do their own subject questions and make them relevant to planning policies.	All
Bruce/Jason to consolidate presentations on a single laptop and ensure with Colin Carter that we can use them at the meeting	BA/JA
Matt/Will to bring a bell. Doreen to time sessions.	MC/WH
Send emails out publicising the meeting.	DW
Nick to bring CD and player?	NG
Ask people to sign up for Working Groups (sheets will be on each table)	Facilitators
Please be at the Hall on Tuesday at 6.30 to help set up.	All

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 8 September 2015

Present: Cllr Bruce Adams (Chairman)
Jason Allan
Cllr Matt Cooper
Richard Cornwall-Legh
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Cllr John Tuck
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllr Gail Coenen

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Bruce/Jason to consolidate presentations on a single laptop and ensure with Colin Carter that we can use them at the meeting	BA/JA
Matt/Will to bring a bell. Doreen to time sessions.	MC/WH
Send emails out publicising the meeting.	DW
Nick to bring CD and player?	NG
Ask people to sign up for Working Groups (sheets will be on each table)	Facilitators
Please be at the Hall on Tuesday at 6.30 to help set up.	All

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 17 August 2015

Present: Cllr Bruce Adams (Chairman)
Jason Allan
Cllr Gail Coenen
Cllr Matt Cooper
Richard Cornwall-Legh
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllrs Will Hind and John Tuck, Nick Gerrard and Lucy Hughes

The purpose of the meeting was to agree the agenda for 15 September. Action

Bruce confirmed that Tattenhall will attend but Brereton would not be able to due to it being in the week of their public consultation.

1 Questionnaire - 94 people had filled in the questionnaire.

2 Website - 1169 views of the front page of the website. 225 views of the video.

3 15 September meeting:

Draft agenda was discussed and changed. Bruce to circulate new one
Bruce had put together an Introduction BA

Prepare diagram of the vision (circles) for presentation – awaiting text words
from Nick. NG/JA/JT
Matt felt that we need to present the good and the bad side of the issues and
will prepare a presentation. MC

Gail will research images for each of the 5 issues: GC
Housing and Planning
Community
Local business & Economy
Environment and sustainability
Transport and service infrastructure

Break into groups with a facilitator at each table. Jason suggested a speed dating
style, possibly 10 mins for each issue. Facilitators could move round.

Bruce to allocate two facilitators to each group BA
Jason suggested a grid which people could put coloured circles on. JA
Need post-it notes and coloured circles. DW

Matt will look at the Vision for each issue and prepare a presentation. MC
Bruce and all others will send Matt their ideas on the key points of each issue BA/All

Need questions for facilitators to ask:

e.g. What would you like the housing to look like in 20 years?

What do you want to protect, restrict, grow, develop?

What do we want more or less of? Where you would have it?

Gail will do the speed dating questions GC
Facilitators to take notes for circulating to Steering Committee. 2 people from All
Steering Group on each table if possible.
Ask people to take part in working groups.

Need a "parking lot" for issues which are not NP and will be given to the PC.
Take photos.
Make badges for Steering Committee. DW
Have Hall theatre style with tables round the outside and in the side room.
Serve wine when they break into issue groups. Doreen to cater for 100. DW

4 Publicity
Emails – send at beginning of Sept and What's On, update website, DW/GC/WH/JT
update Facebook, business cards – available at Village Show, have in Village Hall
Posters – NG/RC-L will prepare posters for all noticeboards. NG/RC-L
Put in School newsletter. DW

Next Meeting – Tuesday, 8 September at 7.30 p.m. to finalise public meeting and for a dummy run.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 5 August 2015

Present: Cllr Bruce Adams (Chairman)
Jason Allan
Richard Cornwall-Legh
Nick Gerrard
Lucy Hughes, CCA
Cllr John Tuck
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: Cllrs Coenen, Will Hind and Matt Cooper

Action

- 1 Project Plan
Bruce had circulated a new Project Plan.
- 2 Questionnaire
Nick reported that 72 on-line responses had been received and some hard copies. Nick had circulated the summary responses to the survey received so far. Four people had volunteered to join the Steering Group and several people had offered to help the working groups. A year's subscription to SurveyMonkey had been purchased as we were reaching the maximum number of entries. It was agreed to purchase an upgrade to help with analysis. Three main groups were emerging: transport, community and development.
It was suggested that we need to get views from all age groups, including children. Lucy suggested an age range box on the next questionnaire.
- 3 Website
John reported that at 3 August there had been 1000 accesses to the front page of the website and 200 views of the video.
- 4 Emails
Doreen had sent out emails to the PC subscribers (186) and it had gone out in What's On last weekend.
- 5 Vision
Needs to be 2 or 3 points. Bruce suggested: Retain a rural village feel.

John said what we are trying to do is scan the horizon. Capacity/viability/sustainability. What do we need to do to achieve this?

Lucy read out the vision of another NP:

In 2030 will be a quiet, small but thriving rural agricultural community with a growing rural economy. will have a varied mixed age population and a strong sense of village community. It will preserve its traditions, ancient buildings and rural character while benefitting from modern technologies.

Quiet rural feel, good community spirit, access to good schools.
Sustainable facilities.
Appropriate leisure facilities.

Shop? If there was a proposal for developing a shop would we support it?
Need to find out more about what sort of housing development should be followed up.

- 6 15 September meeting:
Lucy said that it must be explained that High Legh has to slot in with Cheshire East.
An Action Plan is needed for the issues raised that are not to do with the NP.

Draft agenda :

Bruce to put together a draft agenda for the 17 August meeting

BA

Bruce to put together an Introduction

BA

Explain the NP and show the video.

Cover the survey and results – main points coming out.

Tattenhall or Brereton to speak about their NP.

Bruce to contact Brereton and Nick to contact Tattenhall.

BA/NG

Lucy

Prepare diagram of the vision (circles) for presentation

JA/JT

We have identified the main issues, we need to understand what you think.

We need to know if we are going in the right direction?

Break into groups with a facilitator at each table

Facilitators to take notes for circulating to Steering Committee.

Next steps

Ask people to take part in working groups.

Have Hall theatre style with tables round the outside. Serve wine when they
break into issue groups.

DW

What do we want to get out of the meeting?

Good turnout, show how the public's input has influenced us.

Lucy said that we need: who was consulted, how, what they said and what
we do.

How to get people to attend on 15 September:

Emails – send at beginning of Sept, What's On, Facebook, business cards

DW/GC/WH

Village Show

JA

Posters – NG/RC-L will prepare posters for all noticeboards.

NG/RC-L

Put in School newsletter.

DW

Next Meeting – Monday, 17 August at 7.30 p.m.
Tuesday, 8 September at 7.30 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN STEERING GROUP MEETING

held on 8 July 2015

Present: Cllr Bruce Adams (Chairman)
Jason Allan
Nick Gerrard
Cllr Will Hind
Lucy Hughes, CCA
Cllr John Tuck
Cllr Richard Wright
Lord Grey
Doreen Walker, Clerk

Apologies: Richard Cornwall-Legh, Cllrs Coenen & Cooper and M Dobson

Action

1 Adopt Project Plan

Lucy had produced a new Project Plan which was more relevant to High Legh. Some of the tasks had already been completed. It was suggested that an Action column should be added. Everyone to let Bruce know if anything needed adding to the Plan.

All

2 Questionnaire

The questionnaire had been sent out by email to the PC subscribers and the "What's on" subscribers. Cllr Tuck had set up a website: hlnp.org or myhighleggh.org with a brilliant video and a link to the questionnaire. 58 people had accessed the questionnaire via the website. Nick Gerrard had set up the questionnaire on Survey Monkey and 14 responses had been received so far. Nick will look into whether an upgrade will be necessary to analyse the results. An offer of help with IT and one to join the Steering Committee had been received. Gail Coenen had set up a Facebook page. John to contact Gail re access. The questionnaire had been printed and will be inserted into the CA Newsletter which will be distributed w/b 20 July. It had also been sent out to the School's parents. Boxes had been put in the School and the Village Hall.

NG

JT

Doreen to send out regular emails. Mention that it will only take 5 minutes to complete. On 30 July send one saying "last day tomorrow".

DW

Doreen to ask Colin Carter to send one out when the Newsletter goes out. Nick will contact the School to put it in the School newsletter.

NG

John will put some comments from the questionnaires on the website.

JT

3 Communication channels

Website, Dropbox, Facebook, Survey Monkey and emails.

Communications Group will be Gail, John and Nick.

Nick will prepare posters for the notice boards.

Will will organise 1000 business cards with key addresses on.

NG

WH

4 Results of the Questionnaire

Nick, Bruce and Doreen offered to help put paper questionnaires on Survey Monkey. Mid-August – publish the results on the website.

5 Key Issues

Meetings in August to produce a vision/mission statement and identify key issues.

Lucy will look at demographic information just on High Legh. LH
Bruce and John to look at examples on Dropbox which say what a NP is, pick the best BA/JT
and put on website. Collect together as much data as possible.

- 6 Public meeting on 15 September
Process, survey results, participation, key areas of interest. Have post-it notes available.
Conclusion – what happens next? It was suggested that a panel might be a good idea.
Lucy will obtain the Holmes Chapel power point used at their launch. LH
Advertise meeting at the Village Show.

Next Meeting – Wednesday, 5 August at 7.30 in the Upstairs Meeting Room – to review survey results
and start to draw conclusions on what issues should be addressed at the public meeting.

Then Monday, 17 August

NEIGHBOURHOOD PLAN STEERING GROUP MEETING held on 1 June 2015

Present: Cllr Bruce Adams (Chairman)
Richard Cornwall-Legh
Nick Gerrard
Lucy Hughes, CCA
Cllr Matt Cooper
Cllr John Tuck
Cllr Richard Wright
Doreen Walker, Clerk

Apologies: J Allan, Cllr Coenen, M Dobson and Cllr Hind

Cllr Adams reported on where High Legh were up to. The NP has to involve all the community. A Dropbox has been set up. DW to invite MC, RC-L, MD, JT, WH to join.

Plan for producing the NP

Bruce circulated a guide to NP.

Lucy said we need to publicise what we are doing and get more people involved. A short questionnaire was suggested to include an initial trawl for issues. After that, see how many people are interested and what skills are available and what the issues are. Look at what is special about High Legh – dark skies, school parking problems, etc. The policies need to be land use. A template for policies was suggested.

Lucy will produce a plan (on Dropbox).

A public meeting needs to be held to explain what a NP is and what sort of issues could be included: housing, employment, environment.

Consultation

It was agreed to produce a flyer to go in the next Newsletter (deadline 28 June) and hold a public meeting in September (now 15 September at 7.30). Questionnaire to be put on Survey Monkey and website. Nick offered to draft the questionnaire. John has created a website since the meeting.

Next Meeting – Wednesday, 8 July at 7.30 in the Upstairs Meeting Room.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN MEETING

held on 23 October 2014

Present: Cllr Bruce Adams (Chairman)
Cllr Jason Allan
Cllr Gail Coenen
Cllr Richard Wright
Nick Gerrard
John Heselwood, CCA
Lucy Hughes, CCA
Doreen Walker, Clerk

John Heselwood explained that CCA have been commissioned by CE to support 13 parishes with their Neighbourhood Plans (NP). Lucy Hughes from CCA will be our contact and we have been allocated 20 days (7.5 hours per day) of Lucy's time. Lucy is an experienced planner and has worked on NPs and can help with policy writing.

Cllr Adams reported on where High Legh were up to. He started by setting up a Management Group in 2013. Several meetings have taken place and a working group was formed which looked at the areas we may consider to include in a NP. High Legh has received approval of a Designation of a Neighbourhood Area application. The boundary of the parish has been designated as the area. Some consideration was given to including neighbouring parishes but for various reasons this wasn't sensible. High Legh has 700+ residences and approx. 1600 people. We have looked at the strategic policies but very few impacted on High Legh. The green belt is a major issue with what is allowed. Issues around infrastructure. A556 and HS2.

People like High Legh the way it is and don't want many changes. JH quoted "if you want things to stay the same things have to change".

We need to keep the school and church vibrant. It is a community that is well above the average age for CE. HL needs to stay a live community.

JH said we had made a good start.

Terms of reference for the Group (JA did originally)

PC is the lead.

National grants have been closed now but CCA advised that we should apply for any grants available. CEC will pay for the referendum.

NG asked what the validity of the Parish Plan information was.

JH said NP is an evidence based discipline.

Look at PP, Census data, community profile, qualitative things, workshop, speaking to local organisations and businesses.

Start with Open event. Communicate where you are up to, useful for galvanising support. Tattenhall used 5,000 volunteer hours. Advertise for help if there is a gap in the group – marketing people, IT, recorders, minute takers. Go out to the community, what do you like, what don't you like. What are our priorities in the area. Bring all the information together. With the data you can make a decision on issues.

Would it be wise for us to go for a public meeting now?

This is what we think you are telling us.

JH - NP is different from a PP. There is an examination at the end. Will be looking at consultation statement. You have to think about how will it look to an examiner, how did we get to that decision? You need to take the residents with you so when you get to the referendum it will be agreed. Have an event where you inform and promote.

Any point in putting in the NP what is already protected by the Local Plan?

Understand what the added value is.

GC said that High Legh is unique in that we have an observatory which needs dark skies.

You have to do something to show that you have asked everyone in the village.

The basic conditions statement of the NP is what the examiner will be examining against the national policy, what is available in the Local Plan.

Sustainability – whatever your community needs to retain a good quality of life now and in the future. Looking 15-20 years ahead.

Look at vision. Is the vision that we need more services and houses to make it sustainable?

Open event – need help from CCA to plan the meeting and come to agreement as to what should be included. JH will ask other parishes if HL could attend their meetings to get an idea of what to include. Suggested time is Spring 2015.

NG asked if there is a list of all the relevant evidence we need to consider. BA will circulate.

Existing evidence – strategic housing data, PP, other NPs

DW to get a copy of Tattenhall's NP.

LH will look at some examples of other NP which would be relevant.

Next Steps

- 1 Understand the information. BA will circulate the basic information.
- 2 JH will think about a plan of action.
- 3 Work with LH on a Project Plan
- 4 A group of people to work with LH to work out what the meeting is going to be, what we need to prepare for it.
- 5 In the meantime, get people on side, get survey ready for the meeting – launch survey at meeting.
- 6 Get more volunteers before the meeting.
- 7 Mention in Newsletter, emails, etc. Messages in a simplistic way.
- 8 Lucy to let us know what skills we need.
- 9 JH to give us basic slide info about difference between a NP and a PP.

Cheshire West have a toolkit of documents.

DW to set up Drop Box for documents.

Meeting finished at 9.20 p.m.

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN MEETING

held on 27 November 2013

Present: Cllr Bruce Adams (Chairman)
Cllr Gail Coenen
Cllr Tim Harrison
Cllr Julie Morton
Cllr Richard Wright
Lord Grey
Rev Jen Croft
Nick Gerrard
Doreen Walker

Apologies from Jo Hannah and Mike Hosker

The purpose of the meeting was to start to put together some proposals for the Neighbourhood Plan (NP) for High Legh.

A NP should last for 20 years. When produced it will have the backing of the LA and of central government and will sit within the CE Local Plan.

Aspirations for High Legh

It's essential that its character is preserved.
Accessible, rural location with a really pleasant environment.
Close to centres.

Do we open High Legh to more development?
What are the advantages to us of more people living in High Legh?
Maintain sustainability of the school and church.

Roads – speeding impacts on the village
Preserve character of the lanes
Green Belt
More affordable houses

HIGH LEGH PARISH COUNCIL

NEIGHBOURHOOD PLAN MEETING

held on 30 April 2013

Present: Cllr Bruce Adams (Chairman)
Cllr Stuart Abbey
Cllr Jason Allan
Cllr Tony Haigh
Cllr Julie Morton
Cllr John Tuck
Cllr Richard Wright
Nick Gerrard
Mike Hosker
Doreen Walker

Apologies from Cllrs Coenen and Harrison

Introduction

Cllrs Adams and Allan explained what a Neighbourhood Plan (NP) was.

Mr Gerrard said that Cheshire East (CE) have to look at all the infrastructure required. CE's Local Plan will be published later this year. This will avoid the risk of developers building wherever they like. Our Neighbourhood Plan needs to be consistent with CE's Local Plan. We can pick and choose what we want the plan to include.

Cllr Tuck said that Cllr Jones, Leader of CE Council, had said that parish councils should tell them what sort of help they need.

From 1/5/13 financial help from £500 to £7,000 is available.

Mr Gerrard suggested a plan was done which covers what we want in High Legh.

It is CE's responsibility for the referendum at the end.

The Parish Plan is the evidence.

Call for Sites - We could reply by saying that we have nothing for this year but we are doing a NP and we may have something in the future.

We should be making representations to CE to make provision if we wanted more houses.
What would make High Legh more sustainable?

Vision

At present High Legh is a rural community where people live and largely go out to work.

NEXT STEPS

Register with CE to go ahead

Look for money and advice

Ask CE if they could be specific about the support they can give

Want someone from the Strategic Planning Team to explain all the policies that are relevant to High Legh.

Write to Cllr Michael Jones mentioning that following the Town & Parish Council Conference this is what we would like.

Cllr Haigh to mention the Neighbourhood Plan to the Cluster Group.

Attached Flipchart notes.