

Minutes of the Ince Neighbourhood Plan Steering Group Meeting held on 20th February 2020

Present: Drew Bellis, Pam Bellis, Andy Eardley, Helen Fuller, Ray Hassell, Kevin Hickson, Chris Jackson, Tim Lloyd, Neil Pond

Also Present: Andy Ankers, Barbara Ankers, Maureen Hassell

Apologies were received from Richard Shilton

1 Apologies

Richard Shilton

2 Minutes of the meeting held on 20th January 2020

Minutes agreed

3 Matters arising from the minutes

- **Have group members tried to access new email account** – members had not accessed it. **Action: DB will circulate the access password for the group email account**

4 Reports from Sub-group meetings

Heritage group

The group had a very productive meeting. A record of identified assets has been drawn up together with any grade of protection. Also identified other assets to be included. It is proposed to gather and collage old photographs as a historical record and to take photographs as a current record. Currently researching groups that can help with either information or direct support and also any financial support.

Next Heritage Group meeting – Monday 24th February

The Steering group agreed that this information should be included in the overview for the Neighbourhood Plan as historic context of Ince

Environment and Green spaces

Richard had advised that due to work commitments he would have to step down from the role of chair of the group, but would continue to support as a member of the group. Drew Bellis agreed to take the position of lead and will arrange a meeting

Wildlife and Biodiversity

The group has not met yet. NP is organising a meeting date

Action: all groups to identify activities and costings required ready for April and report to the next meeting

5 Update Tasks set from January meeting

- **Surveys** – CJ advised that the final analysis by JH will be received within the next 2 weeks
- **List of Heritage Assets** – in process
- **Area of the parish of Ince** – DB had obtained a figure from CWAC planning site – 370 hectares

6 Update on Project Plan

- **Local Industry - Actions**
 - RH will take photographs of all the local industry sites
 - RH will obtain contact names for each of the companies
- **Land owners – Actions**
 - CJ will draw up a list of details for contacts
 - TL has asked for a search at the Land Registry for contact details for land owned by the Griffiths family
- **Air Quality - Actions**
 - Need to make reference to Air Quality in the plan that it must not deteriorate any further
 - TL queried whether residents comments have referred to the odour or the particulates. It was agreed to see if CWAC can provide this data and whether there are any failures in the standard
 - It was agreed to identify someone to complete an overview and a summary report on the air quality for the area of Ince. It was suggested to ask John Hesslewood and Sarah Templeton (CWAC) if they could provide this
 - AE and TL will raise at the Protos Community Forum meeting and request data and information. Air quality monitoring and reporting was supposed to have been set up as part of the new companies working on the marshes. We require all the industry pollutants records and information available
 - **Action: Environment and Green spaces group to pick up Air Quality as part of their brief**
- **Planning background**
 - Need the description of the Neighbourhood Plan area and the reasons for writing the plan. It was suggested to use the introduction information from the initial questionnaire and include most up to date information on number of houses and residents. It was agreed that it should detail the history of the village, what has already been lost and what remains and why we want to preserve it
 - **Action: CJ will complete the Planning background and HF will complete the first draft of the characteristics and demographics of Ince**

7 Analysis of survey (if completed by JH)

- Due to be received within the next 2 weeks
- Results will inform and shape the objectives

A second survey will be required to obtain residents views of the proposed objectives for the plan. It will be a simple agree or disagree answer for each objective. There will also be information included for residents about the next steps. It will be important to try and obtain a high return rate. The results of the second survey will inform the policy writing

8 Tasks for next meeting and beyond (some existing ones carried forward)

- **Costings** to be identified from each group to prepare the funding application which will go through the Parish Council – all groups and PB
- **CCA** - Complete application for the Parish Council to join Cheshire Community

Action - PB

- **Website** – DB will upload all the documents onto Google Drive to be accessible for everyone
- **Environment and Green spaces** – take photos of all the green spaces and “views” that we wish to maintain so that they can be sent out with the second questionnaire
- **Group Contact lists** – all groups to keep recording information of anyone they have had contact with re: investigating and evidence gathering

9 Date and time of next meeting

Monday 9th March at 7pm in the Village Hall

Business for the meeting

- Review Questionnaire analysis report
- Write objectives