

## Minutes of the Ince Neighbourhood Plan Steering Group Meeting

held on-line on 19<sup>th</sup> October 2020

**Present:** Ray Hassell – Chair, Drew Bellis, Pam Bellis, Andy Eardley, Helen Fuller, Chris Jackson, Tim Lloyd,

**Also present:** Maureen Hassell

**Apologies:** Andy Ankers, Barbara Ankers, Kevin Hickson, Neil Pond, Richard Shilton

### 1. Apologies

Apologies were received from Andy and Barbara Ankers, Kevin Hickson, Neil Pond and Richard Shilton

### 2. Minutes of the last meeting

Minutes agreed

### 3. Matters arising

No items raised

### 4. Update on Tasks\Actions from September meeting

- **Surveys Industry** – CJ has emailed local industries and had one response from Protos who acknowledged receipt and said they wished to engage. CJ requested a response within 2 weeks
- **Analysis of Survey** - CJ had circulated the summary document. It was agreed to wait for any industry responses and include these in the summary report before circulating to residents
- **Recent information on website** – up to date, just sub group minutes to be uploaded
- **Complete all photos of heritage assets** – HF planning to complete this week.
- **Complete all photos of green spaces and views**- some have been done, still to be completed **Action: RH to pass pendrive with photos to DB who will collate and organise for the group**
- **Written evidence stating importance of each green space identified**- still to be completed. It was noted that there will be no formal consultant report for the Green Spaces and that there will be some overlap of information /evidence with the Heritage Group. It was agreed to research the spaces and identify
  - Why they are important
  - History of the spaces and when they originated
  - When they were used

- What they were used for
- Are there any clauses attached to the land governing their use

**Action: DB will allocated spaces amongst group members to research**

- **Meeting with Heritage consultants** – this will be arranged for Thursday 22<sup>nd</sup> October. CJ will complete a full walk around the village to review designated assets and non-designated assets which are being proposed to be designated. Also look at proposal to extend the designated Conservation area.

**Action: HF & DB to try and complete designated assets map prior to the visit**

- **Meeting with Ecology/wildlife group** – Not met. NP has asked for a meeting with Rachel and Leo. Rachel will complete majority of the report and send out to the group. Once this has been done the group will meet to discuss the draft report and further information and action required

**Action: DB will contact Leo re: the report and to arrange a meeting date**

- **Letter to Rachael and John Willis** - done

5. **Decide on how to feed back to residents** – It was agreed that once any industry responses to the second survey had been received they would be included in the summary report, the full report will then be delivered to all residents in Ince. RH offered to arrange to print all the summary reports

6. **Any further reports/comments from group** TL advised he had been reviewing the extent of the proposed Protos industrial development on Ince Marshes and expressed concern about continuing access to existing footpaths along the Manchester Ship Canal which he felt would be removed as part of the development. AE felt that the original planning application which was granted may preclude any requests to retain the existing footpaths. Following lengthy discussion it was agreed that

- a. Retaining access to existing used footpaths should be included in the policies being written to support the Neighbourhood Plan
- b. TL to look at current OS map and identify all pathways wished to be retained
- c. Identify any rights that the Parish Council may have in retaining existing footpaths
- d. Discuss the issue with the Heritage Consultants

**Air quality report** – CJ advised that she had receive the report which is detailed and lengthy. CJ will email out to everyone and requested that the group email back any questions or queries by the end of October. CJ will then raise them with Dr Cogan, author of the report

**7. Progress of plan so far (see Lucy's plan)**

- **By the end of August inform residents of progress so far** – second survey issued to all residents and responses received. Summary planned to be sent out in November
- **October / November all evidence reports finalised to inform draft policies** – reports have been commissioned and are in progress. CJ will forward the Air Quality report to Lucy for inclusion

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

<b>Task</b>	<b>Who</b>	<b>Completion date</b>
<ul style="list-style-type: none"> <li>• Monthly meetings</li> </ul>	<ul style="list-style-type: none"> <li>• Steering group\Subgroups</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing as and when possible</li> </ul>
<ul style="list-style-type: none"> <li>• Industry survey analysis</li> </ul>	<ul style="list-style-type: none"> <li>• Chris</li> </ul>	<ul style="list-style-type: none"> <li>• By next meeting in November</li> </ul>
<ul style="list-style-type: none"> <li>• Feedback to residents</li> </ul>	<ul style="list-style-type: none"> <li>• Steering group</li> </ul>	<ul style="list-style-type: none"> <li>• By December</li> </ul>
<ul style="list-style-type: none"> <li>• Place updated information on PC website (minutes/ analysis of second survey)</li> </ul>	<ul style="list-style-type: none"> <li>• Drew</li> </ul>	<ul style="list-style-type: none"> <li>• Minutes after each meeting /analysis in November</li> </ul>
<ul style="list-style-type: none"> <li>• Complete draft version of Heritage assets /non designated assets</li> </ul>	<ul style="list-style-type: none"> <li>• Heritage group to pass on to Drew</li> </ul>	<ul style="list-style-type: none"> <li>• November</li> </ul>
<ul style="list-style-type: none"> <li>• Complete draft version of photos of green spaces and views which we want to retain alongside written evidence</li> </ul>	<ul style="list-style-type: none"> <li>• Green spaces group</li> <li>• Drew to format</li> </ul>	<ul style="list-style-type: none"> <li>• November</li> </ul>
<ul style="list-style-type: none"> <li>• All the above to be placed onto an A3 map of the village for easy identification</li> </ul>	<ul style="list-style-type: none"> <li>• Heritage group</li> </ul>	<ul style="list-style-type: none"> <li>• End of October</li> </ul>
<ul style="list-style-type: none"> <li>• Copy of A3 map to be given to Jeannie, the consultant, at the meeting on 22<sup>nd</sup> October</li> </ul>	<ul style="list-style-type: none"> <li>• Chris</li> </ul>	<ul style="list-style-type: none"> <li>• End of October</li> </ul>
<ul style="list-style-type: none"> <li>• Sample of each of the above to be sent to Lucy for comment</li> </ul>	<ul style="list-style-type: none"> <li>• Chris</li> </ul>	<ul style="list-style-type: none"> <li>• November</li> </ul>
<ul style="list-style-type: none"> <li>• List names contacted / dates of contact</li> </ul>	<ul style="list-style-type: none"> <li>• All groups</li> </ul>	<ul style="list-style-type: none"> <li>• Ongoing</li> </ul>
<ul style="list-style-type: none"> <li>• Arrange meeting with</li> </ul>	<ul style="list-style-type: none"> <li>• Wildlife group</li> </ul>	<ul style="list-style-type: none"> <li>• November</li> </ul>

ecology consultants when draft report ready		
• Meeting with Heritage consultants	• Heritage group	• October 22 <sup>nd</sup>
• Read through Air Pollution report and feedback to Dr Cogan(consultant)	• All group -send questions / comments to Chris to pass on to Dr Cogan	• End of October
• Send report to Lucy for comment	• Chris	• November
• Arrange subgroup meetings where needed to complete the above and decide on next steps	• All groups	• November
• Other	•	

9. **AOB** – No items raised

10. **Date for next whole group meeting** - online meeting 16<sup>th</sup> November at 7pm

11. **Dates for subgroup meetings to be arranged by chairs**

- **Heritage** – Zoom meeting - 5<sup>th</sup> November at 7pm
- **Greenspaces** – DB will organise
- **Wildlife and Bio-diversity** – meeting to be arranged after draft report has been received