

Minutes of the Ince Neighbourhood Plan Steering Group Meeting held on-line on 27th July 2020

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

Also Present: Maureen Hassell

Apologies: Andy Ankers, Barbara Ankers and Neil Pond

1. Apologies

Apologies were received from Andy and Barbara Ankers and Neil Pond

2. Minutes of the last meeting held on 22 June 2020

Minutes agreed

3. Matters arising

- **TL to clarify information with the Land Registry** – still waiting to contact the lady who can provide the digital copies of maps
Action: TL to obtain the digital copies of the maps
- **PB to check Ince Village Hall Conveyance documentation** – The Conveyance document shows the Village Hall and adjacent piece of land marked as 146 and 147 on the copy of the extract of the OS map attached to the conveyance.
- **Any updates on ownership of individual pieces land in Ince** – still investigating ownership / rental. CJ explained that the surveys had to go out to all landowners in the parish as well as tenants and residents. Suggested including a question in the survey about ownership or rental
- **Any further updates on Air pollution meetings** – still no meetings taken place. AE will enquire if there are any meetings due

4. Update on Tasks\Actions from June meeting

• Quotes

- **Heritage reports** -HF had obtained two quotes – Kirsty Henderson £2,500 and Kathryn Sather – originally £6,500 but HF had asked her to re-quote for a lower amount and the new quote for reduced work was for £3,000. Discussion took place about information we would require to be included in the final report, and what work would be required to be undertaken by the group. HF has spoken to both Kirsty and Kathryn about the content of the reports and based on their experience and knowledge recommended accepting the Kathryn Sather revised quote. All agreed and thanks to HF for her work on obtaining the quotes

- **Wildlife reports** – CJ and DB have been investigating quotes. CJ had spoken to Rachel Giles from Cheshire Wildlife Trust who has undertaken previous Neighbourhood Plan work and had quoted £1,250 plus VAT for a Wildlife report. DB had contacted 5 companies / people to provide an Ecological report and received 3 quotes ranging in cost. He had spoken to Leo Plevin from CES Ecology who quoted £1,495 plus VAT for an Ecological report but had also proposed a combined comprehensive report with Cheshire Wildlife Trust and the combined quote is £2,300. Neil had emailed supporting this combined quote. All agreed this report

would be vitally important to the plan and agreed the combined report quote of £2,300

- Air pollution reports – CJ had contacted Ian Nadin Environment Protection Officer for advice who recommended an updated data report. CJ had obtained a range of costings for various reports from Air Pollution Services. It was agreed to commission an updated Baseline report at a cost of £850. CJ had also attended an on-line meeting with a charity, the Esme Foundation, who are able to support us free of charge on air pollution/ air quality data linked to climate change

- **Grant Options** – there is £10,000 grant available and CJ had circulated a document listing possible costing options for the various reports to be included in the grant application including the support from Lucy Hughes from Community Action, the following was agreed
 - Lucy Hughes £2,109 to March 2021
 - Combined Wildlife £2,300
 - Heritage £3,000
 - Air Pollution £ 850
 - **Total £8,259 for current financial year**
 - This leaves a balance of £1,741 of the £10,000 available in the following financial year from April 2021 for support from Lucy Hughes currently costed at £2,052

Action: CJ will complete the grant application form requesting £8,259 for the current financial year and submit to CWAC

- **Follow Up Survey-** CJ had circulated the draft survey and all agreed the content to ascertain views on the objectives for the plan. RH advised that the survey needs to also go out to local industries It was agreed that the survey would be distributed week beginning 24th August with a requested return date of 11th September 2020. Surveys can either be collected or returned to CJ's address or HF's address which will be printed in the survey information

Action: CJ will organise the printing and distribution of the surveys

- **Updates from any of group on evidence gathered to support NP**
 - **Esme Foundation** – CJ reported that in her discussions with Dan Stone from the foundation he had advised that if any local industry objects to the plan and decides to take legal action against the Parish Council / Residents of Ince, they know a firm of lawyers we can contact who will act on our behalf. Local industries would have to raise their objections directly to us in the first instance

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

Task	Who	Completion date
Monthly meetings	Steering group\Subgroups	On going as and when possible
Grant form to be sent off	Chris	July
Hand out survey to all residents of Ince -door to	Volunteers from all	Agree at meeting

door where possible	groups to hand out	Send out August
Place updated information on PC website (minutes/ analysis of 1st survey/second survey)	Drew	After each meeting
Gather evidence -photos of all heritage assets and those wanting to be placed on the list	Heritage group	September
Gather evidence- photos of green spaces and views which we want to retain	Green spaces group	September
List names contacted\dates of contact	All groups	Ongoing
Other		

Actions:

Heritage Group – 10:00am 7th August for walk round meeting to take photographs of building and assets round the village

Environment and Green spaces – group to identify areas of green space, woodland, footpaths, bridleways etc and identify on parish map and order in priority. Can include a chart with a photo and identity

Photographic evidence- RH to liaise with DB and provide all photographs to identify and catalogue as evidence. KH offered to speak to Shirley Wilson who also has old photographs and paintings of the village

6 AOB

No items raised

7 Date of next Steering Group meeting

On-line meeting 7:00pm 14th September 2020