

Minutes of the Ince Neighbourhood Plan Steering Group Meeting
held on 17th March 2022 on Zoom

Present: Pam Bellis, Andy Eardley, Maureen Hassell, Ray Hassell, Chris Jackson, Richard Shilton

1 Apologies

Andy Ankers, Barbara Ankers, Drew Bellis, Helen Fuller, Tim Lloyd

2 Minutes of the meeting held on 16th February 2022

Minutes agreed

3 Matters arising not agenda items

None raised

4 Update on tasks / actions from February's meeting

- **Collect feedback from Survey Monkey-Drew to give feedback** - Drew had reported that there were 4 responses which will be forwarded, but one did not give a name
- **Collect feedback from Consultees-Feedback sent out to group** - reminder emails were sent to all consultees who had not acknowledged receipt of the original email and letter. There had been a good response, some acknowledged without comment, a number responded with minor comments. There were four main full responses from CWaC, Encirc, CFF and Peel NRE. The response from CWaC had been circulated to the group
- **Place all photos and information regarding publicity of Consultation in evidence file** – they are all on file. A Pre-Consultation report needs to be written detailing everything that has been done to help inform all residents and consultees. The minutes will give a chronological time line
- **Pass all responses from N Plan consultation to Lucy (+CAA comment)** - All gone out to Lucy who has now completed the response to CwaC's submission
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5 Discuss any feed back from the proposed Conservation Area Extension

- **Consult with JD re proposed Conservation Area Extension outcome** –Chris has sent all comments to JD in a report but no outcome as yet .All responses have been sent out to the Steering group. CJ will speak to JD when he is available next week. CJ had been informed that in principle CWaC agree with the proposal but are awaiting the responses from land owners. Peel NRE have submitted a response suggesting a change to the proposed new boundary. James Dixon will complete his report and recommendations and submit it to CWaC; he will also send a copy to us. The final decision will be made either by Brian O,Connor, Head of Planning for CWaC, or it may go to full committee for the final decision

6 Discuss any feed back received from N Plan consultation

- **Discuss next steps with Lucy** - CJ had circulated Lucy's advice to the group who need to read and assess all the response documents and make brief notes linking

back to the N Plan. It was suggested that members of the group could take separate sections to respond to. Lucy advises to keep the response comments brief including Agree / Partly Agree / Disagree / Noted **Action: Group to read the response documents by 25th March and email CJ which response / part response they wish to comment on. CJ will advise Lucy**

7 Tasks for the next meeting

Task	Who	Completion Date
Consult with JD re proposed Conservation Area Extension outcome	Chris	Unknown date -JD to inform CJ
Pass all responses from Consultation of N Plan to Lucy	Chris	ASAP after 13 th
Discuss next steps with Lucy and pass information onto Steering group	Chris	ASAP after 13 th
Read representations from the main 4 consultees	Everyone in the group	To be decided
Split the 4 main docs up and suggest responses	Each member of the group who agrees to do this	Timeframe to be decided
Pass comments on to Lucy via Chris	as above	To be decided
Pass information onto Steering group for discussion	Chris	As soon as Lucy has written it up

8 Date and time of next meeting

Suggested a short meeting Monday 28th March 2022 at 7pm on Zoom to agree who will take each section