

Draft Minutes for the Neighbourhood plan committee (NPC) held on Monday 10th October 2022, Location: St Mary's Church, Partington



Committee members Invited: Jean Booth (JB) | John Harper (JH) | Elizabeth Harvey (LH) (**Chair**) | Anna Chopping (AC) | Joanne McDonell (JM)

Others Invited: Paul Nolan (PN) Clerk

1. Welcome (PN)

- 1.1. Meeting started at 19:33
 - 1.1.1. PN advised the NPC that the creation of a Neighbourhood plan can be a lengthy process that will require a lot of input from the NPC members.
- 1.2. A Chair and Vice Chair needs to be elected for this new committee
 - 1.2.1. Nominee for Chair is JB
 - 1.2.1.1. Vote for Chair of NPC nominee Jean Booth(**PN**)
 - 1.2.1.2. For (**All members present**), Against (**None**)
 - 1.2.1.3. Cllr Booth is duly elected as Chair.
 - 1.2.2. Vote for Vice Chair of NPC nominee Joanne McDonell (**PN**)
 - 1.2.2.1. For (**All members present**), Against (**None**)
 - 1.2.2.2. Joanne McDonell is duly elected as Vice chair.

2. Apologies, Quorum and Declarations of Interest (JB)

- 2.1. No Apologies
- 2.2. Declared there is a full quorum present
- 2.3. Declarations of interest from AC
 - 2.3.1. Director at Skirt Limited, Nature of Business (SIC) 90030 - Artistic creation;
 - 2.3.2. Secretary of the Friends of Carrington Moss (FOCM)

3. Terms of Reference (PN)

- 3.1. The terms of reference were reviewed to ensure the members of the NPC understood the purpose and governance obligations of the committee.

4. Process overview (PN)

- 4.1. An outline of the process to create a Neighbourhood plan was presented and discussed.
- 4.2. The committee agreed that technical assistance will be needed as the project evolves,
 - 4.2.1. Action PN to apply for funding at the appropriate time for technical assistance with the Neighbourhood plan.
- 4.3. The NPC were advised that to be able to submit a neighbourhood plan the organisation must be a 'Qualifying Body' as defined by the Localism Act (a designated neighbourhood forum or parish council);

Draft Minutes for the Neighbourhood plan committee (NPC) held on Monday 10th October 2022, Location: St Mary's Church, Partington



5. Define designated area

- 5.1. To start the neighbourhood plan process Carrington Parish Council must define the designated area to be included in the Neighbourhood plan, PN presented a map created utilising the parish online Geographical Information Software to identify land use and planning application locations for New Carrington, Voltage Park, Trafford energy park and others. Each location was discussed to determine where the designated area should be.
- 5.2. To determine the designated area the NPC felt careful consideration was needed before a decision could be made.
 - 5.2.1. Action PN to provide access to Parish Online to all members of the NPC to help with an informed decision.
 - 5.2.2. Action PN to provide access to the Neighbourhood plan shared folder to all NPC members


6. Any other business (JB)

- 6.1. AC and JM highlighted that this is a huge project that would require different expertise and skills and additional committee members would be desirable.
 - 6.1.1. Action PN and Parish Council member to recruit other Parishioners to assisted with the neighbourhood plan

7. Next meeting (JB)

To be decided. At present the process for creating the Neighbourhood plan at a very early stage; It was determined that whilst the meetings are more about fact finding and evidence gathering the meeting could be conducted online more frequently and where a motion needs to be resolved then a face to face meeting would take place.

8. Meeting Closed at: 20:02

DocuSigned by:

1A52DFD174D94C7...

11/10/2022