



MINUTES

Date:Tuesday 4th April 2017**Time:**

18:30 – 20:30

Venue:

Horwich Community Centre

1. Attendance, Apologies and Declarations of Interest

Attended: Marie Brady, Eileen Jepson, Craig Rotherham, Steven Chadwick, Steve Glover, Barry Jubb, Stuart Whittle, Rod Riesco, Jim Bullock, Dorothy Bullock, Richard Shirres (12)

Apologies: John Rigby, David Griffiths, David Barnes, Emma Gregson

Declarations of Interest: Members were asked to make a declaration of interest regarding items to be discussed, none were declared.

2. Approval of Previous Minutes and Matters Arising

The minutes of the previous meeting held 7th March 2017 were read and approved unanimously by the members who had been present at that meeting. All matters arising have been included in the agenda; the Chairperson signed and dated.

3. Actions Agreed from last meeting/ Actions Outstanding

- MB had agreed to approach Phil Green from Bolton Council Planning, but on reflection felt that the group was not yet in a position to make his visit worthwhile. He will be contacted at a future date when the group agree that his presence would be valuable.
- The Day workshop will go ahead at a later date when the Neighbourhood Plan has passed its initial phase through HTC. (MB to facilitate)
- Dates and times of monthly meetings has been circulated by email, the Chair (MB) has booked HCC please check times and dates.
- The town clerk was sent a list of contact details of members and will be contacted again when/if a Public Consultation is arranged to ascertain which community groups exist in Horwich that could be invited to attend.
- Comments had been invited about the Draft Terms of Reference issued by Horwich Town Council; the following comments had been forwarded to the Secretary:
 - (i) *“Why have we been given a time limit?”*
 - (ii) *“What happens if only one councillor from the appointed three attends a meeting, but other Horwich councillors are there in an unofficial capacity?”*
 - (iii) *“As meetings are open for any member of the public to attend, why do the Draft Terms of Reference appear to discourage/exclude other Horwich councillors from attending? Please can we have clarity on this issue?”*

- (iv) *“Can we please clarify that anybody with an interest in / skills or expertise that is pertinent to the meeting be allowed to attend?”*

The above points were read out and prompted a discussion which clarified the need for a time constraint [loosely being 23rd February to September 2017] as we cannot have a public consultation until we have demonstrated that there is a need for a NP and that the process has been given due consideration as to costs that setting one up would entail. Without a time frame a lot of discussion could take place without any action culminating.

We need a NP as the population of Horwich is about to increase by at least 20% from approx. 20000 residents to over 25000 based on current projections.

4. Issues discussed (use topic headings)

Identify the Area of NPAG: The members present decided that it would not be reasonable to exclude parts of Horwich in a community driven project and therefore unanimously agreed to include the whole of Horwich Civil Parish, as defined by the Ordnance Survey Ltd Election Maps. Proposed: B Jubb Seconded: C Rotherham

Action: C Rotherham to obtain a copy of the above map

Identify Key Themes: The following themes were discussed as headings to form the basis for future public consultation:-

- a) Planning and aspirations for the future
- b) Housing
- c) Conservation / Heritage
- d) Transport and Infrastructure
- e) Health including Dementia
- f) Town Centre
- g) Education
- h) Ecology
- i) Leisure, Culture and Tourism
- j) Business and Employment

There will be a Community Consultation Event at some future date this year and it is essential that it gathers the views of the wider community of Horwich which we hope will be covered by all of the above areas of concern.

Attention was then drawn to the completion of the Engagement Plan, as this is fundamental to moving forward quickly to get approval from HTC. An example of such a Plan was brought to the members' attention. Ottley Town Council's Engagement Plan was looked at with regard to cost implications and notes made of possible constraints. A discussion took place about dividing into working groups to read the Ottley Plan and engage with the public to get their opinions as to what they felt was an important issue for Horwich. This could be time consuming and we have a time limit already set by HTC.

The Chair MB asked the question “Do we need a Public Consultation prior to submitting a NP proposal to Horwich Town Council?” Members were asked for a show of hands. The vote was a unanimous “NO”. However, it was agreed that we should let the community know how we are moving forward. The Chairperson MB is to make a press statement. A motion was made to put the Horwich NPAG as an Agenda item for the next meeting of Horwich Town Council on 8th May to consider.

SW suggested that the Chair (MB) and Secretary (EJ) work on a draft Feasibility Plan based on the Ottley example to be made available within two weeks; everyone agreed.

Action: (MB) and Secretary (EJ) work on a draft Feasibility Plan

Allocate sub-groups for the Key Themes: We are not at that stage yet until after the feasibility plan has been passed by HTC.

Arrange date, time and venue for Public Meeting: There was no time left to discuss this item and it will be included in the next Agenda

Arrange publicity and feedback methods for public meeting: There was no time left to discuss this item and it will be included in the next Agenda

5. **AOB:** There was no other business to discuss
6. **Next meeting:** Tuesday 2nd May **6.30 pm – 8.30 pm** at Horwich Community Centre

Declaration: These are a true record of the meeting

Signature

Date