



Horwich Neighbourhood

Development Plan

MINUTES

Date:

Tuesday 7th November 2017

Time:

19:00 – 20:30

Venue:

Horwich Community Centre

1. Attendance, Apologies and Declarations of Interest

Attended: Jim Bullock, Marie Brady, Eileen Jepson, Rod Riesco, Barry Jubb, Steve Glover, Stuart Whittle, David Griffiths, David Barnes, John Rigby, Steven Chadwick, Colin Sherringham (12)

Apologies: Craig Rotheram, Richard Shirres, Steven Rock, Emma Gregson, (4)

Declarations of Interest: Members were asked to make a declaration of interest regarding items to be discussed, none were declared. Introductions were given by all those present as we welcomed a new member into the group; Colin Sherrington.

2. Approval of Previous Minutes and Matters Arising

The minutes of the previous meeting held 17th October 2017 were read and approved 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

- Eileen Jepson sent a letter to all those that had attended one or more meeting (see attached copy letter) to inform them that the group was changing from an Action Group to a Steering Group and asking whether they still wished to consider themselves a member of the Group also if there was a preference of the type of community group they felt they most connected with.
- Marie Brady obtained a Calendar of Events to assist with future planning of community engagement events
- Steven Chadwick researched examples from successful NP's to review the methods they had used to gather and process data and the ways they had presented it.

Outstanding: No items outstanding

4. **Issues discussed (use topic headings)**

Connecting with Community Groups:

Eileen J received replies from all the volunteers that had attended one or more meeting of Horwich Neighbourhood Plan Action Group during the course of 2017 and was pleased to report that everyone stated they wish to remain connected with the Steering Group, several stated their preference for involvement in certain issues for potential sub-groups which is very useful going forward. The email list has been updated with changes of preferred addresses.

Marie B will forward the list of Horwich events to the committee planning events for next year. However, there may be additional events happening that we are not yet aware of that may provide good opportunities to engage with the public so members were asked to be mindful of this so we can be proactive should it be useful.

Steven C presented the examples he had found of successful NP's demonstrating the data capture methods and how they had presented the information. There were stark contrasts between the various groups, however the best examples; in terms of being easy to understand and visually informative, was Holmes Chapel in Cheshire. They had an extensive set of questions, and the data captured from them was visually displayed in pie-charts and graphs. Aldingbourne, West Sussex was another good example although it was brief it had a good layout and a balanced mix of open and closed questions.

A discussion took place about the types of questionnaires that would be needed to target different groups; the main ones being Horwich residents, Horwich businesses, Horwich voluntary groups. All have a stake and will have opinions that need to be taken on board, however it is **only** Horwich residents that will have a vote in the referendum.

Members were asked to check the websites of the two good examples of Holmes Chapel and Aldingbourne Neighbourhood Plans and if they come across any others of a similar standard then please forward details to Steven C.

Actions: Members to check the websites of Holmes Chapel and Aldingbourne to view the types of questions and methods of displaying data captured. Also to notify the group about potential local events the NP can piggy-back with to meet the public.

Marie B to ask Craig to begin designing a logo for future branding

5. Website and multi media planning

Colin S made the point that digital technology is favoured by a significant majority of people with a mobile phone and John R suggested we might want to make a short video which explains who we are, what we are trying to achieve and how we plan to get it across to people in Horwich then upload it on to YouTube. This will introduce us to people in Horwich and hopefully get more people interested. In the absence of Craig R, who has agreed to organise the awareness campaign, it was decided to forward the suggestion to him and to ask if he would begin designing a logo. Once this is approved we can draft a handout then have branded advertising pull-ups and tablecloths for future events.

6. **AOB:**

Grant Application: Marie B updated the group regarding the submission by Horwich Town Council to Bolton Council of the Feasibility Plan; Andrew Chalmers has received the application and we will receive confirmation shortly. MB then explained that the NPSG are now able to apply for grants and offered to download the grant application forms, Steve G volunteered to assist.

Action: Marie B and Steve G to begin the Grant Application process

Horwich Loco Works Plan: There was a brief update of the Bellway Homes site which now has a Master Plan (presented by Blue Mantle) and an independent consultant has been appointed to deal with the land contamination. This is not connected to our Neighbourhood Plan however we need to be mindful of the frustration that Horwich residents might have regarding transport, schools, access to doctors, green space etc. when it comes to the NP consultation process.

7. There was no further business to discuss

Next meeting: Tuesday 9th January 2018 **7.00 pm – 8.30 pm** at Horwich Community Centre

Declaration: These are a true record of the meeting

Signature Date

Website and multi media planning