



## Horwich Neighbourhood Plan Steering Group

### MINUTES

**Date:**

Tuesday 5<sup>th</sup> February 2019

**Time:**

19:00 – 20:30

**Venue:**

Horwich Community Centre

#### 1. Attendance, Apologies and Declarations of Interest

Attended: Marie Brady, Stuart Whittle, David Barnes, John Rigby, Eileen Jepson, Steve Glover, Rod Riesco, Susan Baines, Steven Chadwick, Scott Turner-Preece, Caroline Turner-Preece, (10)

**Apologies:** Barry Jubb, Jim Bullock, Peter Wright (3)

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

#### 3. Approval of Previous Minutes and Matters Arising

The minutes of the previous meeting held 4<sup>th</sup> December 2018 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.

#### **Actions Agreed from last meeting/ Actions Outstanding**

##### Agreed from last meeting (4/12/18):

**Transport** (Cycle Paths) Marie B to investigate new cycle routes to be considered (**see item 8 below**)

**Community Assets** Steve Chadwick to forward list of Community Assets to Town Clerk (**see item 10**)

**Website** Marie B to review the N-Plan web site and be trained to upload items (**see item 6 below**)

**Town Centre** Stuart W to draft an initial briefing and David B to provide a map of town (**see item 7**)

**Green Spaces** Eileen J to email Rod R for an updated list (**see item 9 below**)

**Actions (on-going) from Meeting held on 4<sup>th</sup> December 2018** – The Steering Group meeting that was to have been held on 8<sup>th</sup> January was changed to allow sub-groups to meet at a mutually agreeable time/venue and get on with the tasks in hand; reporting back on 5<sup>th</sup> February 2019.

#### 4. Issues discussed 5<sup>th</sup> February 2019 (use topic headings)

**Make up of Steering Group** - The original terms of reference state that there should be no more than 5 councillors on the Steering Group. It was acknowledged that we do need more people to get involved as the work-load is increasing but that is within the sub-groups and we actively encourage more people to join in with a sub-group that volunteers feel affiliated to. If Horwich residents or business owners want an update as to what is happening with the N-Plan they can read the minutes which are published on the Town Council web site or contact the Chairperson Marie Brady or Secretary Eileen Jepson for an update or explanation. A vote taken Not to accept any more members on to the Steering Group but to allow new members to join a Sub-Group where their expertise can be of use - 9 agreed and 1 voted against (Motion carried) **Action: Marie B to inform the Town Clerk**

Marie B has emailed everyone an updated list of Sub-Groups as some are now amalgamated into others. Please could everyone read the email and respond to Marie with the sub-group / groups you wish to be involved in. **Action: Everyone to read the email regarding Sub-Groups, choose one (or more) and email Marie B with your choice**

5. **Review of redrafted leaflet:** The re-draft is a set of statements with no area for photographs and 'Community Actions' have been taken out. As people have not had time to read and digest this everyone was asked to take home to read and email MB with comments. **Action: Everyone to read the re-draft and email their comments to MB**
6. **Review of N-Plan website:** - In spite of some server problems over the Christmas period the web site should be ready to go live at the end of February 2019. Neil Rickaby has been in touch with Marie B to organise a training session for both her and Scott Turner-P at a date to be arranged to enable them both to be able to upload information about the N-Plan. **MB to update next meeting**
7. **Review of Town Centre sub group:** David Barnes produced a base map of Horwich (supplied by Bolton Council) however it was too large for the purpose of the meeting and Stuart Whittle used his own (smaller version) map as it had more detail and street names. This was used to list all the areas of interest to both heritage and business. Discussions followed about the Positives and Negatives of Horwich from which a list emerged with a proposed "Action" and by "Whom". A proposed clean-up of "Grot spots", banning HGVs from Lee Lane (and other heritage areas), a face lift scheme for shops. They discussed possibility of a multi storey on St John Street with shops underneath. Cobbled path on Station Park upgrade for cycle route. General upgrade of Old Station Park, better lighting, more policing. Introduce a Farmer's Market. This has to be presented to HTC as soon as we have got some local businesses involved. Bolton Council issued a press statement saying there is going to be some money available for Horwich Town Centre (not yet been told how much) to make improvements. There is a need to know how much Horwich is going to be allocated so that we know what we can plan for. We need to get these ideas into Bolton town council as soon as possible otherwise the money might be allocated to something that doesn't meet the needs highlighted. Grateful that we have this opportunity, we need shops and businesses to have their say. Perhaps if letters were sent to shops and business community asking for their ideas offering a meeting.  
**Action: MB to draft a letter to deliver to local businesses asking for comments** We will need input from local businesses to flesh out a design guide for town centre. SW had to leave the meeting at this point. The town centre Masterplan and N-Plan going forward for same end but for different pots of money. The N-Plan Grant application for as we move through it and other pots of money become available, this should not be we want wait for N-Plan If anyone know of any other pots of available money then please let it be known as the N-Plan MB want the nominated leader of the sub group to take the lead and explore whether to apply for money whilst we are developing the N-Plan feedback to Stuart W.
8. **Review of Transport sub group:** The Cycle Route draft plan has been started; both Marie B and Eileen J have walked a route from the corner of Greenstone Close/Mason Street, Horwich which goes around the far side of St Catherine's Primary School (adjoining the Loco Works / Bellway Homes site), then continues along the back of the houses on Vale Coppice, Avonhead Close, and Rotherhead Close all the way down to Station Road, Blackrod. The path also branches off to circumnavigate Red Moss and will join up later to Middlebrook (although they did not venture that far on this occasion). John Rigby has also mapped a potential cycle path through the town centre of Horwich, both he and Marie B are planning to get the outline maps onto a GeoPhys computerised map and will be contacting Mark Caldwell for assistance. Marie B has already submitted the Railway Terraces Cycle Route running from the bottom of Hawkshaw Street, this goes along past Northwest BMW garage then comes out at Armstrong's (currently blocked by a sign) then it carries on and brings you out at the tarmac path at side of Travis Perkins which takes you into Middlebrook – parts of this needs to be upgraded. Residents of the railway terraces have been in touch with Sue Baines to ask if the developers will build a safe play area for the local children to play on the grassed areas. Blue Mantle have said that they intend upgrading the green spaces and they have been lodged (by

Rod R) as an area to be protected. **Action: Marie B to communicate with Mark Caldwell to get the Cycle Path routes through Horwich Town Centre mapped out and the Mason Street to Station Road, Blackrod mapped out**

9. **Review of Green Spaces:** Rod has compiled a comprehensive list of Green Spaces, from small plots to large open spaces as Local Green Space. Basically, any green space that is important to the community can be protected very effectively. We can also claim a green space as an asset of Community Value as well to give it double protection. MB asked that they prioritise the list in order of importance and act on the important ones first and lodge them with the Town Clerk. Horwich RMI Cricket Club has listed its own building as an asset of community value and has contacted Sport England to ascertain if they can claim the cricket pitch also. The Bridge pub has been nominated by CAMRA as an asset of Community Value. In order NOT to antagonise local businesses please can we ensure that any building to be listed as an asset of CV - we MUST out of courtesy approach the owner to inform them of our intention. It does not need their approval however in an effort to promote good business relations it is necessary - **Action: RR to meet with SC to draft letters and communicate lists to the Town Clerk.**
10. **Assets of Community Value:** There are over a hundred on the list and they need to be categorised into around 8 categories. Steve Chadwick agreed to draft a letter that can be used to inform building owners/ proprietors of our intention to list their building as a Community Asset. This is so that it does not put Horwich TC in an embarrassing position. David B commented that we need to know the process so that we can be aware what procedures we can instigate. **Action: (as per previous) Steven Chadwick to email the list to Town Clerk**
11. **Any other business:** There followed a discussion about the draft document that is going to all residents of Horwich having Twitter and Instagram as additional methods of communicating (these are especially popular with younger people). Also, as Instagram is such a visual medium we can upload all the interesting pictures we have collected on Horwich. **Action: Caroline T-Preece agreed to get Instagram and Twitter linked to the web site. Marie B to get access for Caroline to the email account**
12. Date and Venue for **Next Meeting:** Tuesday 5<sup>th</sup> March 2019 (Shrove Tuesday)

There being no further business to discuss the meeting was closed.

Declaration: These are a true record of the meeting

Signature ..... Date .....

**Next Meeting: Tuesday 5<sup>th</sup> March 2019**

**7.00 pm – 8.30 pm at Horwich Community Centre**