



## Horwich Neighbourhood Plan Steering Group

### MINUTES

**Date:**

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

**Time:**

19:00 – 20:30

**Venue:**

Horwich Community Centre

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

Attended: Steve Glover (Chair), Stuart Whittle, David Barnes, John Rigby, Eileen Jepson, Barry Jubb, Cllr Jim Bullock, Dorothy Bullock (8)

**Apologies:** Mary Brady, Caroline Turner-Preece, Scott Turner-Preece, Steve Chadwick, Susan Baines, Rod Riesco, Peter Wright (7)

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 5<sup>th</sup> February 2019 were read and approved by the members who had been present at that meeting. All matters arising have been included in the agenda; Steve Glover (Acting Chairperson) signed and dated.

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

##### Agreed from last meeting (5/02/19):

**All members** Read and digest re-drafted leaflet and email comments to Marie B prior to printing

**Transport** - Marie B to map out town centre cycle paths + the Loco works/Bellway Homes

**Town Centre** - MB to draft letter (2 sides of A4) to be sent to Horwich town centre businesses.

**Green Spaces** Rod R to forward the list of 25 Green Spaces to Horwich Town Clerk

**Sub-Groups** – amalgamated groups need to appoint leaders / members roles

**Actions (on-going) from Meeting held on 5<sup>th</sup> February 2019** – The web-site is working and a date to organise a training session for MB and Scott T-P has still to be arranged. Also there is a need to include the new Instagram address on to the website.

**Housing Needs Assessment** – MB received a copy from the consultants and has sent an email copy to everyone and all were asked to read it before meeting.

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

**Review of Town Centre sub group:** Stuart Whittle brought a copy of the Knutsford N-Plan which he held up as an exemplar model of what Horwich should be aiming to produce (after we have had more public consultations). The Knutsford plan is very ambitious in terms of depth and breadth of its vision and is very detailed, he urged members to look at this online to give us an idea of the potential scope of our Neighbourhood Plan. It will depend on the responses that Horwich N-Plan receives (when it eventually goes out for referendum) as to the main priorities that shape the future plan. SW made the suggestion that we use the Knutsford N-Plan as our yardstick to establish what work needs to be done in

order to move our NP forward to the next stage. Each sub-group should therefore look at the appropriate Policy Sections and decide which policies are relevant to Horwich (and what additional policies might be appropriate). It then needs to determine what local research is necessary to underpin the adoption of these policies. Consultations will need to take place with appropriate officers of Bolton Council to see what information is already available before specific consultancy work is commissioned.

A number of Policies will require up-to-date digital maps in support of the whole NP area and the town centre which will need to be acquired. **Action: Steve Glover agreed to ask a contact he knows about obtaining a GPS mapping tool**

It is already clear that an overall Proposal Plan will be required for the town as a whole and one for the town centre. Further studies will be required into improvements already identified for the town centre and a Design Guide may need to be produced, we might require one for the town centre and one for whole town. The Green Spaces work already done now needs to embrace ecology & wildlife corridors (as per Knutsford map).

5. **Printing of Leaflet:** Attention turned to more immediate endeavours in order to get the leaflet to the printers which are to be delivered to every household in Horwich. Marie B had sent a hard copy of the final draft to the meeting, however it was noticed that there were still 3 grammatical errors that needed to be rectified before going to print 10,000 copies. It will be going to print the next morning so Eileen J agreed to take the corrections to Craftprint first thing Wednesday morning. Discussions followed regarding the distribution to households and businesses in light of the fact that the Horwich Advertiser has just announced that it is no longer distributing to every household in Horwich, after almost 30 years of free deliveries. It is most likely we will have to use Royal Mail to deliver the leaflets and this will entail taking 10,000 leaflets to their distribution centre in Warrington. Steve G asked for volunteers to take separate loads in their cars as and when Craftprint has printed them. Three people volunteered. **Action : Steve Glover, Eileen J and Barry Jubb to pick up leaflets from Craftprint and deliver to Royal Mail in Warrington (date to be determined by printer)** There followed a discussion about how responses from the leaflet are going to be analysed. Is it going to be down to Steve Chadwick? And is there a deadline to have the data analysed by? Stuart W said - If you want to be democratic, each sub-group can be responsible for analysing their own results. It was agreed that this can be discussed at the next meeting.
6. **Review of Transport sub group:** The Cycle Route has already been submitted for the Railway Terraces running from the bottom of Hawkshaw Street which takes you into Middlebrook. Marie B is still hoping to persuade the storage company which is building units behind Iceland store to allow part of the cycle route to link from Station Park to the Loco Works and the Bellway Homes site, then on to Blackrod. This is on-going **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**
7. **Review of Sport, Recreation + Well-Being:** Steve C was not present at the meeting but had emailed data that included comments from the public on an Excel spreadsheet. He also said in the email that any draft correspondence relating to future Assets of Community Value ought to come from the Chairperson or the Town Clerk as it would have more 'gravitas'. Rod Riesco was not present but has compiled a list of 25 green spaces which he has forwarded to the town clerk.

#### **Any other business:**

- a) It has come to light that there is the possibility that another pot of funding will be made available soon from the Architectural Heritage Fund which we can apply to. It is not yet clear how much, but it could be used for aspects of the N-Plan. David Barnes would like any spare money to be used to employ an Outreach Youth Worker to go round the town centre talking to young people to get their views which could affect the future N-Plan as to date we have not made any attempts to gather thoughts and wishes from our Young People.

b) Please could everyone read the Housing Needs Assessment Plan which was emailed by Marie B as this will be discussed at next month's meeting. The consultants have produced a very revealing document which will impact the future of any developments in Horwich.

8. Date and Venue for **Next Meeting:** Tuesday 2<sup>nd</sup> April 2019 Horwich Community Centre

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 2<sup>nd</sup> April 2019

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