



MINUTES

Date:Tuesday 2nd May 2017**Time:**

18:30 – 20:30

Venue:Horwich Community Centre

1. Attendance, Apologies and Declarations of Interest

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

Apologies: Steven Rock, David Griffiths, Emma Gregson, Richard Shirres

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 4th April 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

- Craig Rotherham had agreed to obtain a map of Horwich showing the boundaries. This was taken from OS Election Map website: <https://www.ordnancesurvey.co.uk/election-maps/gb/>
- Marie Brady and Eileen Jepson had agreed to work out a draft Feasibility Plan for the neighbourhood plan which was presented for everyone to read and make comments on [see below].

4. Issues discussed (use topic headings)

Identify the Area of NPAG: The map was presented to the group and SC raised the point that Horwich Parkway Station does not form part of the Horwich boundary on the election map which seemed illogical. CR also raised a point that part of De Haviland Way (the main route from the Beehive roundabout to the M61) is also not included within the boundary. After a discussion it was concluded that we should consider including it for any future plan that may incorporate transport links. This will mean approaching Bolton Council to ask for the small triangle of land which has both sides of De Haviland Way and the land around Horwich Parkway station down to the M61. Boundary included in the neighbourhood plan for Horwich.

Action: To include the blue triangle area within the NP the area designated, noting that it is for Neighbourhood Plan Transport Assessment only.

Identify Key Themes: Stuart Whittle asked the question “*Have we included enough categories in the Key Themes?*” as we will hopefully be having a public consultation and will be able to gather feedback covering as many interests as possible. After a discussion about the identity of Horwich it was agreed that we should add three more categories; Landscape and Open Spaces in (h) and Sport in (i); shown below in bold:

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

Attention was then drawn to refining the content of the feasibility plan to put before Horwich Town Council to convince them that this committee is fortunate to have members with knowledge and expertise covering a wide range of areas including; planning issues, housing, transport, engineering, conservation, environment, web design, business and marketing. Those members present were asked to write a short pen portrait of the skills and experience that could be useful in presenting the plan to HTC.

Action: All members to email a short pen portrait of their skills and area of expertise (no more than three lines) and email it to the Secretary; this is to demonstrate the skills and expertise within the existing group and will not identify names.

David Barnes enquired whether we need to include additional organisations in the plan such as:

- Lancashire Police
- Lancashire Wildlife Trust
- West Pennine Moors (Blackburn & Darwen Trust
- Local GP’s and Bolton Clinical Commissioning Group
- GM Fire Service
- Ambulance Services
- Local Business Groups and Alliances

It was agreed to include these organisations in the feasibility plan, however the group agreed that as the plan progresses additional bodies are likely to be identified therefore this is just an indication and the list is not limited to those already identified.

DB then raised the point asking “*Who is going to present this to HTC at the meeting in June?*” Everyone agreed it should not be a councillor, preferably two members of the group.

A discussion followed regarding the opening and closing statements which will form part of the presentation of the plan outlining the steps needed to take it to the next stage, which is applying for funding to pay for the public consultation and the production of the Engagement Plan. John Rigby suggested identifying more detailed costs which would demonstrate to HTC at the meeting on June 12th that we have been diligent in planning for any financial outlays that Horwich Town Council might be fearful of being landed with. MB advised that Blackrod NPAG is very close to completing theirs, and were successful in applying for a government grant which has covered all the costs of producing their plan. There is no reason why Horwich would not be equally successful. Steven Chadwick moved that we add Blackrod’s NP as an Addendum to our feasibility plan when presenting it to HTC so that they have an example to visualise what ours might look like. Everyone agreed.

Action: MB to obtain copy of Blackrod NP to submit to HTC

Time frames were discussed; the next meeting for HTC where they could ratify the feasibility plan is June 12th and as all submissions for agenda items need to be made ten days prior to the meeting we have to have everything ready by June 2nd. Working backwards this means:-

- Pen portraits with skills and expertise need to be received by May 12th
- MB and EJ issue revised Feasibility Plan with amendments in Red by May 15th
- Responses and comments received by May 20th
- Final Draft for approval issued on May 24th: Members to confirm they have read and approved the Final Draft by June 1st.

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 6th June **6.30 pm – 8.30 pm** at Horwich Community Centre

Declaration: These are a true record of the meeting

Signature

Date