

**WESTON AND CREWE GREEN PARISH COUNCIL  
NEIGHBOURHOOD PLAN STEERING GROUP  
MINUTES OF THE MEETING HELD ON MONDAY 26 FEBRUARY 2024**

**PRESENT:**

John Cornell (Chair), John Chambers, John Densem, Don Fanstone, David Lewis and Andrew Thomson

**24.001 APOLOGIES FOR ABSENCE**

Alex Lewis.

**24.002 WESTON AND BASFORD NEIGHBOURHOOD PLAN**

Cheshire East Council had confirmed that on the 20 of February 2024, Cheshire East Council made the Weston & Basford Modification Neighbourhood Plan, subject to completion of the referral process on 04 March 2024. Congratulations were conveyed to all those involved in the process.

Cheshire East Council would be providing a number of hard copies of the Modified Plan and the Clerk was asked to contact Cheshire East Council to ascertain whether more copies could be provided. This was particularly important given the forthcoming new plan development.

**24.003 WESTON AND CREWE GREEN NEIGHBOURHOOD PLAN**

The current Neighbourhood Plan was based on the footprint of the former Weston and Basford Parish Council. It was necessary to incorporate the changes resultant from the Community Governance Review, in the incorporation of the former parish of Crewe Green and the removal of that part of Wychwood Park that has transferred to Chorlton Parish.

Although the legislation did not specify how this could be enacted, discussions with Cheshire East Council had indicated that a new plan covering the entire new Parish would be necessary.

Designated Neighbourhood Area

The first part of the process would be to request that Cheshire East Council designates a new Neighbourhood area covering the Parish Council area of Weston and Crewe Green. The request was agreed and signed by the Chairman of the Parish Council and the Neighbourhood Plan Steering Group. It would also be submitted for resolution to the next Parish Council meeting. Reference to Crewe Green would be amended to read old parish of Crewe Green, where applicable.

Consultation

It was noted that there was no longer a requirement to undertake a questionnaire consultation. However, it was important to note the increased consultation requirements in Crewe Green given the residents would be new to the process. The website would be a useful resource for information. A draft flyer had been drafted and it was suggested that rather than produce a separate flyer, it could be incorporated into the Community Newsletter. The wording of the flyer was generally supported, with the addition of information regarding the Neighbourhood Planning process and introducing the Steering Group. AT agreed to review the wording, in particular, the reference to the Neighbourhood Planning process.

Consultation with Businesses was part of the process and the Clerk would liaise with Tom Evans regarding obtaining a list of business contacts. JD agreed to liaise with the Chamber of Commerce.

Funding

The development of the new Plan would require financial support from Locality. There was no information yet on when bids could be submitted for 2024/25. The first part of the process was the submission of an Expression of Interest. Once approved, a bid could be submitted.

The potential funding requirements were reviewed with the following headings agreed and DF would coordinate the preparation of the documentation. Quotations would be sought where appropriate –

- CWT regarding environmental/biodiversity survey – AT to liaise with CWT;
- AECOM this would be provided if requested as part of the application;
- Andrew Thomson to provide a quotation for hourly/daily rate and travel to support the development of the plan;
- Communications – Community newsletter, banners, meeting/exhibition rooms, stationery;
- Parish Online Mapping;
- Royal Mail Response Service;
- Historical submission – JD to consult with local historian;

**24.004 DATE OF NEXT MEETING**

To be confirmed, once the Action Points have been resolved.

**24.005 ACTIONS**

No	Owner	Detail	Status
1	Clerk	Request additional copies of made Modification Plan from Cheshire East Council	Open
2	JCo	Submit Neighbourhood Area designation request to Cheshire East Council	Open
3	Clerk	Include item for resolution to proceed with the making of the new neighbourhood plan to next Parish Council meeting	Open
4	AT	Review communication literature for the Community Newsletter/website	Open
5	Clerk	Request list of business contacts from Cheshire East Council	Open
6	JD	Request list of business contacts from Chamber of Commerce	Open
7	DF	Coordinate the funding documentation and quotations	Open
8	AT	Liaise with CWT regarding the production of the Environment/Biodiversity survey	Open
9	AT	Liaise with AECOM on the report requirements	Open
10	JD	Liaise with Local Historian regarding the production of section for the Plan on the history of Crewe Green	Open
11	DF	Compose preliminary bids to Locality for funding	Open