

Wybunbury Combined Parishes Neighbourhood Plan

Regulation 14 Consultation with the Community & Statutory Bodies

28th January 2019 – 11th March 2019 / 4th February 2019 – 18th March 2019

ACTION PLAN

1. Draft NP issues to all Steering Group Members (12th December 2018). Any comments to be submitted to AT by **28.12.2018**.

2. Draft NP to be issued to all Wybunbury Ward Parish Councils within the NP Area **(by 04.01.2019)**

3. Feedback session from Parish Councils as follows:-

Hough & Chorlton:	7 th January 2019
Wybunbury:	14 th January 2019
Doddington & District }	(Combined Meeting)
Hatherton & Walgherton }	15 th January 2019

4. JD / JC / AT to send Draft Copy of the NP to all Statutory Consultees and invite responses before March 11th/18th 2019.

5. MP/SH/JC (Engagement Sub-Group) to organise drop-in sessions for residents to discuss key features of the NP and stimulate comment. All dates times/times/venues confirmed as follows:

Date	Time	Venue	SG Members (TBC)
Tuesday 12.02.19	5.30pm – 8.30pm	Wybunbury Village Hall	PJ / SH / RM / JC
Saturday 16.02.19	10.30am – 2.30pm	Wybunbury Village Hall	PJ / SH / RM / JC
Saturday 23.02.19	10.00am – 1.00pm	Hough Village Hall	DH / CP / JD / JC
Wednesday 13.02.19	3.00 – 3.30pm (Meet with Pupil Council)	Bridgemere School	JD / JC
	3.30pm – 7.30pm	Bridgemere School	JD / JC / MP / CB / PT
<i>NB: Support of all Steering Group Members is needed at these events so please complete availability form as soon as possible – many thanks!</i>			

6. At each drop-in session there will be:-
 - a) display boards (as for Fig Pie Wakes) with
 - (b) brief summaries of the key areas of the NP
 - (c) Hard copies of the Draft NP for reference
 - (d) Comment sheets (but also details of

how to complete comments on-line. (e) Access to lap-tops at each event to complete on-line (if practicable).

7. JC will get 20 x hard copies of the Regulation 14 version of the NP printed by CEC Printing Services (AS PER Locality Grant details).

2 x each Parish Council (x8)

Hard Copies for reference at the Engagement Events (x3)

Other copies available in places of public Access: (a) St Chad's Church (b) Wybunbury Village Hall (c) Wybunbury Delves School Reception (d) Bridgemere School Reception (e) Hough Village Hall (f) Wybunbury Post Office (g) Village Pubs x 2 (h) Wychwood Park Entrance Kiosk (x9)

8. AT & JD will notify RM to upload the Regulation 14 version of the NP to the website either on 28.01.19 or 04.02.19 (dependent on how long it takes to incorporate comments from the Parish Councils).

9. JC (with RM) will liaise with John Hesselwood (Cheshire Community Action) about setting up the on-line response survey.

Policies will be listed together with simple question option and comments box.

Policy 'A'	Do you agree with this policy? (please circle one option) Y / N
Comments:	

10. Comment Sheets at each Engagement Event will follow the same format as the website version.

11. The Consultation Exercise will be widely advertised:

- Leaflets to every house in the NP Area.
- Banner notices at Parish entry points and at key footfall sites (eg Schools, Community Halls, Wybunbury Tower Wall)
- Press releases: Nantwich & Crewe Chronicle Papers / Nantwich Link (? Cost)
- WCP NP Facebook Page PLUS Parish FB Pages (Hough / Wybunbury / Wychwood Matters)
- WCP NP Website – Up-date
- Parish Council Display Boards

12. CP: To liaise with Hough & Chorlton PC Clerk (as Administering PC Body) re all grant related invoices (as per the Locality Grant conditions)

AND

Other expenses as budgeted for by the four parish councils in the 2017/18, 2018/19 precepts (if required).

For approval at WCP NPSG Meeting Monday 21st January 2019.

13. Costs for approval 21.01.2019 (Actual costs to be notified by JC & CP). ALL invoices to be processed through Hough & Chorlton PC.

(See quotes as submitted for the Locality Grant in April 2018)

Item	Supplier	Cost
Printing: Consultation Information Leaflet	Hello Print	
Printing: Consultation Comments Sheets	Hello Print	
Printing: 20 copies of Regulation 14 NP	CEC Printing Services, Macclesfield, Cheshire	
Parish Entry Banners	Hello Print	
Posts & Boards for erection of Banners (where necessary)	Richard Potter: Timber yard, Nantwich	
Setting Up of On-line Response Survey	Cheshire Community Action (CCA)	
Hall/Venue Hire	Wybunbury Village Hall (x2) Hough Village Hall (x1) Bridgemere School (x1)	

14th December 2018: Public Engagement Sub-Group

Next Meeting: 4th January 2019, 2.00pm – 4.00pm, Main Road, Wybunbury.