

## Ercall Magna Parish Council

**Minutes of a Meeting of the Ercall Magna Parish Council Neighbourhood Plan Steering Group held on Tuesday 8th March 2016 at 7.30 p.m. in the Community Room, High Ercall School, Church Road, High Ercall.**

**PRESENT:** Councillors C. Bartlett, R. V. Hartshorn, C. Purves, Mrs. M. Ward, R. Wickson and Clive Dann.

Also in attendance: Renee Wallace from Shropshire RCC and the Parish Clerk.  
In the Chair: Councillor R. Wickson.

### 906/03/16.NP Apologies for Absence

Apologies for absence had been received from Stephen Bentley and Louise Hughes (poorly).

The Parish Clerk reported that Michelle Bunyan had emailed to say that she is not going to be able to continue on the this group going forwards due to work and Community First Responding commitments.

### 907/03/16.NP Disclosable Pecuniary Interests

**RESOLVED** to note that no Disclosable Pecuniary interests were received on any item included on the agenda in accordance with Sections 50-52, Local Government Act 2000 and The Local Authorities (Model Code of Conduct) (England) Act 2001.

### 908/03/16.NP Minutes

**Proposed:** Cllr Richard Hartshorn

**Seconded:** Cllr Chris Bartlett

**Resolved:** that the minutes of the meeting of the Neighbourhood Plan Steering Group held on Tuesday 9th February 2016, having been previously circulated be confirmed as a correct record, adopted and signed by the Chairman.

### 909/03/16.NP Plan

Members gave an update on actions agreed at the last meeting.

The Parish Clerk reported that the website was now up to date including agendas and minutes.

The Parish Clerk brought to the meeting all the plans he had for use at future exhibition events. These would be passed on to Cllr Louise Hughes.

Action

Chairman

Action

Cllr Ray Wickson had downloaded the statistics from the 2011 census. He would now produce a report breaking this down into households, people's age profile and any other relevant information.

Cllr Ray Wickson

As regards breaking down information from the previous survey into postcode areas it was agreed that this was not an effective use of Renee's time.

**910/03/16.C Surveys**

The Chairman thanked Cllr Mel Ward for all the work she had put into obtaining samples of business owners consultation and surveys documents as designed by other parish/town councils. Members then went through these documents to agree which questions were suitable for our parish. Some of the selected questions would need slight amendments to the wording. It was agreed that once this was in a draft form we would run a trial as a pilot with a number of local well established businesses in the parish.

**Agreed Actions**

Parish Clerk to obtain a list of addresses of all farmers who farm land in the parish.

Parish Clerk

Cllr Chris Purves to look through either 192.com or yellow pages to compile a list of all businesses in the parish. All members to assist where possible especially for people who work from home.

Cllr Chris Purves  
All

Cllr Mel Ward and Renee Wallace to work together in designing the draft business owner's consultation and survey document.

Members  
Cllr Mel Ward & Renee

Cllr Richard Hartshorn to investigate the use of Facebook.

Cllr Richard Hartshorn

**911/03/16.C Membership**

The Parish Clerk said Members need to consider how to urgently increase the membership of this Steering Group following the latest resignation from Michelle Bunyan due to work and Community First Responding commitments. Agreed to put a notice in the parish magazine, on the website and in notice boards.

Parish Clerk

Due to holidays the next meeting of the Neighbourhood Plan Steering Group will be held on Tuesday 19th April 2016 at 7.30 p.m.

There being no further business the Chairman declared the meeting closed at 20.47 p.m.

Signed .....

Date .....

Chairman