Minutes of the Meeting of the Strategic Planning Committee

of Saddleworth Parish Council Held at the Civic Hall, Lee Street, Uppermill on

**Thursday 12th January 2017**

There were present: Cllrs: Barbara Beeley – (Chair)

 Rob Knotts

 Keith Lucas

Andrew Fletcher Georgina Brownridge (OMBC)

Geoff Willerton Lauren Hargreaves (OMBC)

Lisa MacDonald (DP) Adele Metcalfe (NPA)

1. Apologies for absence

Apologies were received from Cllrs Harkness, Hewitt, McCann and Klonowski.

2. Neighbourhood Plan

 The main purpose of the meeting was to draw up the project timetable to deliver the Neighbourhood Plan by the deadline of December 2018 (2 years from the approval of the designated area). The key tasks for the Parish Council, OMBC and the NPA were identified. The meeting also identified the overarching themes which need to be included in the Plan.

 Tuesday 21st February was identified as the date for the public launch of the project. Rob Knotts volunteered to draw up the timetable from the notes done today and to devise some Infographics for use at the launch.

 It was agreed that the project needs to have its own branding which will be easily recognisable throughout the 2 year period to all parties involved in either the project itself or as consultees. Barbara Beeley said she would draw something up.

 Concerns were expressed over the capacity of the group to deliver the project within the deadline and it was agreed that grant funding should be applied for which could be used to employ a project manager/other to have overall responsibility for the co-ordination of the work. A grant of up to £9,000 is available.

 Lisa volunteered the services of Christine Wilson to help draw up a database of everybody who needs to be consulted on the project.

3. Date of next meeting

 Thursday 9th February at 9:30am.