

**Conference Call  
Over Hulton Neighbourhood Steering Committee  
Wednesday 16 June 2021 at 7pm**

**Attendees on call:** Councillor Toby Hewitt, C. Bevis, M.Bevis, N.Taylor, S Frewtrell, S.Williams, John Herbert (Troy Planning)  
Apologies : Sam Williams, D Parkinson

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All previous actions have been completed and nobody had any other business to discuss.

The purpose of today's call was to update everyone on latest developments, the new grant funding award and Reg 14 process. The group decided they were happy to continue with the conference calls at this current time rather than meeting face to face.

**Groundwork UK Grant Application - Neighbourhood Planning 2018-2022**

The grant that was awarded to us in the last period amounted to £6,429.00 inc VAT. Due to the pandemic, unspent repayment grant monies totalling £3,193.86 has been returned back to Groundworks UK on 31/3/2021 which was also acknowledged on the same day. Raj Sian is our case worker from Groundwork UK Neighbourhood who can be contacted on [neighbourhoodplanning@groundwork.org.uk](mailto:neighbourhoodplanning@groundwork.org.uk) if we have any further questions.

**New Grant Funding - Troy Planning Updates**

The group were advised that an EOI form for grant support for the 2018-22 programme was submitted to Groundwork UK and was acknowledged for £5,029.00, however we were only awarded £3,399.00 due to coming to the end of our grant allowance of £18k. This sum would cover the remaining Troy Planning professional fees, projects costs, activity hire of community room for referendum meeting, flyer printing costs.

Breakdown of costs in last financial year are:

A breakdown has been received from Troy Planning for the last financial year which amounts to £1,920 inc. vat. Details of the invoices were :

- **Invoice no. 1828** - October: £1,300 plus Vat (£1,560) for work on the draft Plan
- **Invoice no. 1958** - March: £300 plus Vat (£360) for work on the draft Plan at SEA Screening stage. Together, these account for Stage 6 on the Locality grant application letter that was provided last June.
- **Invoice No 1828** from Troy Planning for £1,560 (inc VAT) for the production of draft plan for SEA screening and Reg 14 consultation purposes has also been settled.
- The June application quoted £1,600 (plus Vat) for work on the Plan up to Reg 14 and to include the SEA Screening. To date, we have been invoiced £1,300 for this (in October 2020).
- **Invoice 2012** from Troy Planning for £1440.00 inc VAT to cover the production of Reg 14 consultation materials has now been settled by cheque payment.

Troy Planning has provided to us a breakdown of their fee estimates for this next stage of the neighbourhood plan amounting to £6,994.80 inc VAT. CB asked Lillie Swift, Grants Manager from Locality to break down the figures for us for our understanding which were :

NPG-04066 C £360 (£0 Underspend)  
NPG-10634 C £5,223 (Underspend £0.10p)  
NPG-10961 C £4,282 (£0 Underspend)  
NPG-11375 C £1,500 (£0 Underspend)  
NPG-11564 IP £6,429 u/spend returned **£3193.86.**

Our total net grant received to date is: **£14600.04.**

Our total eligible grant allowance: **£18,000**

Our total remaining grant allowance: **£18,000 - £14,600.04 = £3399.96**

### **Over Hulton Neighbourhood Plan update**

On the 15.6.2020, JH (Troy Planning) confirmed to us that a few minor amends to the Plan are still required following the discussion held with Bolton Council.

The main changes were around policies SG1 and SG2 which had originally been drafted to respond to the Peel development and thus inferred that development in the Green Belt would be acceptable. Based on the advice from Bolton Council reference to this in the Plan has been rephrased that development in the Green Belt will be subject to the national tests and then instead drawn out key principles in respect of matters such as relationship with the landscape. A marked up version of the Plan will be emailed onto us for further review.

### **SEA Screening Requirements**

It was noted that Bolton Council have now screened the draft Neighbourhood Plan earlier in the year for the purposes of the Strategic Environmental Assessment (SEA) which was considered not required, therefore we are now in a position to proceed to Regulation 14.

### **Forum Consultation Period and next steps**

JH explained the next stages to the Plan re consultation, and due to the summer holiday period, we may wish to consider extending the consultation period from 6 to 8 weeks. Troy Planning will help us prepare template letters to consultees, advertising materials for us to display on line or in a physical location and these will be provided to us shortly by WeTransfer to download.

### **Statutory Consultees**

We also need to consider collating the contact details of statutory consultees/local organisations to make them aware of the consultation. Simon Godley who has now retired from the Council has directed us to Andrew Chalmers who has provided a list of statutory consultees and, in addition the Over Hulton Community Group (John Bullen) has provided to CB details of local groups/organisations to be emailed. CB will email out standard template letters and copy of A5 leaflet once received from Troy Planning.

**CB**

**Facebook post / update :**

The group agreed that the following message would be posted on our social media account. "We are pleased to say that grant funding has now been received via Locality (operating on behalf of Ministry of Housing, Communities and Local Government) which will allow us to progress with the next steps of work on the Neighbourhood Plan. We aim to publish the Neighbourhood Plan for a formal period of consultation in the Summer, after which we will review feedback and make any amendments before submitting to Bolton Council. This will then commence the formal Examination process, during which an independent Examiner is appointed to review the Plan and recommend whether it should proceed to referendum".

**AOB**

None

**Next Meeting / AGM**

The group considered holding an AGM mid-end October with members so that we can present the findings from the consultation which is obviously dependent on national guidelines. CB to ascertain with JH from Troy Planning as to when the consultation feedback would be available so that we can consider hiring Over Hulton Conservative Club or St Andrews Church Hall. CB