

MINUTES

of
6th GENERAL MEETING

Date of meeting: Monday 4 January 2016
Start time: 6:30pm
Venue: Baden Powell Suite, YMCA, Whetstone Lane

Members present: Philip Barton (Honorary Chair) **[PB]**; Jim Cadwallader **[JC]**; Cllr Pat Cleary **[PC]**; Richard Fassam **[RF]**; David Liggins **[DL]**; Alexander Paterson **[AP]**; Margaret Smith; Greg Vogiatzis (Honorary Secretary) **[GV]**; Catherine Watson

Non-members present: None

Apologies: Gordon Astley; John Davies; Cllr Phil Davies **[PD]**; Terence Ezra; Victoria Martin **[VM]**; Melanie McMahan

No.	Item	Notes	Action	Target date
1	Welcome and apologies	PB opened the meeting at 6:37pm and confirmed that it was quorate. The number of people qualified to vote on Neighbourhood Planning matters was six . No votes were scheduled for this meeting.	Item discharged	
2	Minutes of fifth general meeting (accuracy)	JC proposed that the minutes be accepted as a true record. This was seconded by AP . The minutes were then adopted by a unanimous vote.	Item discharged	
3	Matters arising (not already on the agenda)	<u>3.1 Tranmere Tunnels Volunteers Ltd [TTVL]:</u> JC and DL gave an update about the project. The issue of ownership of the tunnels must be resolved before the necessary repair works can be undertaken. However, it is still the intention of TTVL to open the tunnels to the general public for the first time this year.		

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3	Matters arising (not already on the agenda) <i>[continued]</i>	<p>There will also be an opportunity for people to contribute to an oral history project. Members are encouraged to enthuse any friends and relatives who may have worked at <i>Cammell Lairds</i> during World War Two or have any knowledge of the use of the tunnels to come forward and share their memories as a part of this exercise.</p> <p><i>3.2 Community Facilities:</i></p> <p>In the light of the difficulties being faced by the <i>Neighbourhood Resource Centre</i> (based at the <i>St Catherine's Community Centre</i>) a general discussion took place about the history of the provision of community facilities in Birkenhead & Tranmere Ward and how these might be provided in the future, with the help of legal powers such as the Community Right to Build Order.</p> <p>It was accepted that we can no longer rely upon the <i>UK Government</i> and <i>European Union</i> to fully fund such a project and the community itself must take complete ownership of any such initiative if we are to avoid similar problems arising in the future.</p>	All members	Ongoing
4	Membership update	<p>PB announced that five new members have been accepted and three have resigned (one due to incapacity; two have moved away). A further two members have been deleted because they no longer qualify for membership. PB has written to all five former members, thanking them for their support.</p> <p>The total number of members is therefore unchanged at forty-three. The number of members qualified to vote on Neighbourhood Planning</p>	Item discharged	

No.	Item	Notes	Action	Target date
4	Membership update <i>[continued]</i>	matters is twenty-nine (a minimum of twenty-one is stipulated in the Regulations).		
5	Financial update	<p>PB stated that <u>expenditure</u> since 28 September 2015 has comprised the following items:</p> <ul style="list-style-type: none"> • £120.00 paid to <i>YMCA Wirral</i> for room hire. • £414.00 to <i>RCD</i> for leaflet delivery. • £74.00 for postage (members without e-mail and membership welcome packs) • £600.00 to <i>Brand</i> for website enhancements to handle a large scale public consultation <p><u>Income</u> comprised only our Neighbourhood Planning Grant [NPG] of £1500.00 (NPG-01674).</p> <p><u>Balance</u> as of 1 January 2016: £1867.62</p> <p><i>Wirral Council</i> is yet to submit an invoice for room hire booked during July 2015. PB has reminded the venue twice and funds may have to be returned to <i>Locality</i> unspent if an invoice is not received very soon.</p> <p>PB then provided an update about bids made to other funders to support Neighbourhood Planning and other work:</p> <p><u>Neighbourhood Planning:</u></p> <p>We applied for two Technical Support Packages [TSP] provided by the consultancy firm <i>AECOM</i> under contract to the <i>Department for Communities and Local Government</i> [DCLG]. The TSPs we applied for were:</p>	PB	ASAP

No.	Item	Notes	Action	Target date
6	History & Heritage Workgroup (workgroup 1) [continued]	<p>production of a management plan for Clifton Park Conservation Area. JR gave some limited reassurance that this would be achieved.</p> <p>JR indicated that DR may wish to conduct some public consultation as part of her fieldwork. However, PB pointed out that this should ideally be done as part of the major public consultation planned for later this year. Otherwise, people may not understand the importance of getting involved. PB agreed to prioritise the 'Facilitation Support' TSG application in an attempt to align all consultation efforts.</p>		
7	Planning Applications Workgroup (workgroup 2)	<p>PB explained that, now the Forum has been designated by the Council as the statutory neighbourhood forum for the NA, we are formally consulted about all planning applications made within the NA.</p> <p>This will now be a permanent responsibility for the Forum. PB, as a chartered town planner, is the natural person to co-ordinate this work and has agreed to do so. VM has already joined workgroup 2. RF and GV volunteered during the meeting. This gives good geographic coverage of the northerly part of the NA. Members living in the vicinity of Mersey Park and <i>St Catherines Hospital</i> are encouraged to consider joining workgroup 2 in order to improve its geographic coverage. Internet access will be a necessity for membership of workgroup 2 because application documents can only reasonably be accessed online (otherwise members would need to travel to Wallasey Town Hall to view each paper application file).</p>	All workgroup 2 members	Ongoing

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7	Planning Applications Workgroup (workgroup 2) <i>[continued]</i>	The existence of workgroup 2 does not, of course, prevent any member from submitting his or her own personal comments about any planning application to the Council.		
8	Pocket Parks	<p>PB, GV and PC (along with other members and <i>These Streets Are Our Streets</i>) discussed the potential for submitting Pocket Park applications in response to a DCLG funding opportunity. PB met with Council officers and the Council responded by refusing to support applications on any of the plots it owns. The reasons given were because they were already allocated for housing or were otherwise "required" for future development.</p> <p>PB subsequently received an unsolicited approach from <i>Tesco</i> inviting him to put forward the one remaining site – between Raffles Road and Whetstone Lane – for funding provided by <i>Tesco's</i> own community funding scheme.</p>	PB	Ongoing
9	Community Governance Review	<p>An application for funding to support an educational campaign about reparishing Birkenhead & Tranmere Ward and to secure a qualifying petition to present to the Council was refused by <i>The Big Lottery</i> on the basis that it would constitute political activity.</p> <p>This decision is strongly disputed by the Management Committee because the Forum is not a political organisation. More than 50% of members express no political allegiance at all and of those who do, a wide spectrum of political views is represented.</p> <p>Moreover, we would be exercising a community right equivalent to that</p>	Management Committee	Ongoing

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9	Community Governance Review <i>Continued</i>	<p>which allows us to produce a Neighbourhood Development Plan [NDP]. If it is political activity to request a community governance review then this brings into question the status of other activities involving the use of community rights.</p> <p>If upheld, this decision would very severely restrict the sources of funding available to the Forum.</p> <p>Frank Field DL MP has agreed to write to the Chief Executive of <i>The Big Lottery</i> in an effort to persuade her to revisit this decision.</p>		
10	Hamilton Square Conservation Area	<p>A public meeting will be held in the Council Chamber of Birkenhead Town Hall at 6pm on Monday 18 January 2016 to discuss the establishment of a Conservation Area Advisory Committee and/or a Friends of Hamilton Square group.</p> <p>David Ball, the Council's Head of Regeneration and Planning, has requested to attend and address the meeting.</p> <p>Anyone interested in attending can order a ticket at this online address:</p> <p>http://www.eventbrite.com/e/what-future-for-hamilton-square-conservation-area-tickets-20102955481</p>		
11	Where Are You Coming From? workshops	<p>Two consultation workshops were held in November and the notes have been published on our website. These notes will form the basis for designing the public consultation questionnaire later this year. PB asked PC and, in his absence, PD to consider whether the experience of party workers</p>	PC, PD and Management Committee	29 February 2016

No.	Item	Notes	Action	Target date
11	Where Are You Coming From? workshops [continued]	<p>could be harnessed by the Forum to help us design and distribute the questionnaire. Help will also be available through the 'Facilitation Support' TSP and funding to print hard copies of the questionnaire will be requested in our next NPG application. However, this is such a crucial stage of NDP preparation that we need to make the most of all of the help available to us.</p> <p>Assistance is sought from members and others with experience of designing consultation materials or any other relevant skills.</p>	All members	ASAP
12	Planned actions	<ul style="list-style-type: none"> • To secure funding for work both inside and outside the NA • To start designing the public consultation questionnaire that will form the evidence base for NDP policies • To find a suitably qualified person to act as Honorary Treasurer 	Management Committee	Ongoing
13	Any other business	None notified to the Secretary		
14	Date of next meeting	<p>The 7th General Meeting of the <i>Birkenhead & Tranmere Neighbourhood Planning Forum</i> will take place in the Baden Powell Suite, YMCA, Whetstone Lane at 6:30pm on Monday 28 March 2016.</p> <p>Members shall also be informed in due course of arrangements for the first Annual General Meeting.</p> <p>Proceedings were closed at 7:45pm</p>	<p>All members</p> <p>Management Committee</p>	<p>29 February 2016</p>

END