

Date of meeting: Monday 28 March 2016
Start time: 6:30pm
Venue: Baden Powell Suite, YMCA, Whetstone Lane

Members present: Gordon Astley [**GA**]; Philip Barton (Honorary Chair) [**PB**]; Jim Cadwallader [**JC**]; Jayne Clough; John Davies [**JD**]; Terence Ezra; Richard Fassam; Victoria Martin [**VM**]; Jane Rivington [**JR**]; Greg Vogiatzis (Honorary Secretary) [**GV**]

Non-members present: None

Apologies: Cllr Pat Cleary [**PC**]; Steve Hayes; David Liggins; Melanie McMahon [**MM**]

No.	Item	Notes	Action	Target date
1	Welcome and apologies	PB opened the meeting at 6:35pm and confirmed that it was quorate. The number of people qualified to vote on the resolutions at Items 11 and 12 was ten .	Item discharged	
2	Minutes of 6 th general meeting (accuracy)	GA proposed that the minutes be accepted as a true record. This was seconded by JR . The minutes were then adopted by a unanimous vote.	Item discharged	
3	Matters arising (not already on the agenda)	3.1 <u>Tranmere Tunnels Volunteers Ltd</u> [TTVL]: JC gave an update about the project. Progress has slowed and PB agreed to meet with JC and DL outside the meeting to discuss how the Forum might help TTVL to regain momentum.	PB, JC, DL	
4	Membership update	PB announced that one new member has been accepted and one has resigned due to loss of employment in the area. The total	Item discharged	

No.	Item	Notes	Action	Target date
4	Membership update <i>[continued]</i>	<p>number of members is therefore unchanged at forty-three.</p> <p>The number of members qualified to vote on Neighbourhood Planning matters is thirty (a minimum of twenty-one is stipulated in the Regulations).</p>		
5	Financial update	<p>PB provided the following summary:</p> <p><u>Expenditure since 4 January 2016:</u></p> <ul style="list-style-type: none"> • £680.40 (NPG-01260) returned unspent to <i>Groundwork UK</i> (but may be reclaimed in the future); • 144.00 paid to <i>YMCA Wirral</i> for room hire; • £127.24 paid to <i>Wirral Council</i> for room hire (very late invoice from 27 July 2015), and • £277.49 for <i>Locality</i> membership and printing costs. <p><u>Income:</u></p> <p>No income in this period.</p> <p><u>Balance as of 28 March 2016:</u></p> <p>£638.49</p> <p>A purchase order to the value of £600.00 will be submitted to <i>YMCA Wirral</i>, thereby reserving this money for future room hire charges.</p> <p>Donations to the Forum may be made by electronic bank transfer to:</p> <p>Name of Bank: <i>Yorkshire Bank</i> Account number: 44233053 Sort Code: 05-02-45</p>	PB	31 Mar 2016

No.	Item	Notes	Action	Target date
6	History & Heritage Workgroup update (workgroup 1)	<p><u>6.1 Heritage and Character Assessment:</u></p> <p>A draft report has been received from the consultant and has been circulated to all members of workgroup 1 for comment.</p> <p>Reaction from workgroup members was generally positive.</p> <p>PB reminded members that this is one of the reports that will form the evidence base for neighbourhood plan policies and, while it may not contain any new or startling insights, it is nevertheless an important piece of work.</p> <p>All comments will be forwarded to the consultant by no later than 5pm on 31 March 2016.</p>	<p>Workgroup 1 members</p> <p>PB, PF</p>	<p>30 Mar 2016</p> <p>31 Mar 2016</p>
7	Planning Applications Workgroup update (workgroup 2)	<p>PB informed members that workgroup 2 had submitted four consultation responses:</p> <p><u>7.1 APP/15/01549</u> <i>Demolish single storey office building, erect two-storey office extension</i> 39 Chesnut Grove</p> <p>The Forum objected to this proposal for the following reasons:</p> <ul style="list-style-type: none"> • Non-conforming use in a residential area; • Would fail to strengthen the residential character of the area; • No local need for this type of business; • Poor design; • Visually obtrusive; • Harmfully obtrusive in outlook from 31 Derby Road and 37a Chesnut Grove; • Increase in traffic and demand 	Item discharged	

No.	Item	Notes	Action	Target date
7	Planning Applications Workgroup update (workgroup 2) [continued]	<p>for on-street parking, and</p> <ul style="list-style-type: none"> Highway safety concerns relating to delivery vehicles parking close to the junction. <p>Planning permission was granted with conditions requiring obscurely glazed, non-opening windows where they would otherwise overlook neighbouring houses and restricting opening hours to 8:30am to 6:00pm Mondays to Saturdays.</p> <p>7.2 APP/15/01393 <i>Provision of an operations and maintenance (o&m) facility to support the Burbo Bank extension offshore wind farm. Facility would carry out day-to-day monitoring, routine servicing, maintenance and emergency repair of offshore wind farms and associated marine infrastructure. Construction of an office and warehouse building and associated facilities on a derelict, previously used site. Access to the offshore wind farms anticipated to be accessed via Seacombe Ferry Terminal. Hard and soft landscaping in the grounds. Enhancement works to existing public open space on the riverside of the proposed development. A facility for uses within B1 and B8 in an area allocated for these uses within the Wirral Unitary Development Plan.</i> Unused land, Kings Wharf, Seacombe. CH41 1FJ</p> <p>The Forum supported this proposal because it would safeguard Monk's Ferry from similar development.</p> <p>Planning permission was granted and was not linked to the Monk's Ferry permission.</p>		

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7	Planning Applications Workgroup update (workgroup 2) [continued]	<p>7.3 ADV/15/01497 <i>5600mm (width) x 1250mm (height) 70mm (depth) illuminated aluminium sign</i> King's Church Wirral, 1 Victoria Fields.</p> <p>The Forum objected to the proposal for the following reasons:</p> <ul style="list-style-type: none"> • No hours of operation stated; • Potential for light pollution to bedrooms at 486 & 491-495 Borough Road and 4 & 6 Heatherfield Court; • Would fail to strengthen the residential character of the area, and • The building is only open during daylight hours, so the proposal serves no obvious purpose. <p>Advertising consent was granted for five years with a condition requiring the sign to be switched off when the building is not in use.</p> <p>7.4 APP/16/00049 <i>Three new two-storey townhouses</i> 19-23 Whitfield Street</p> <p>The Forum supported the proposal for the following reasons:</p> <ul style="list-style-type: none"> • New houses acceptable in principle in this location; • Would strengthen the residential character of the area, and • The traditional bay windows would blend well into the existing streetscape. <p>The application no longer appears on the Council's website. It may have been withdrawn by the applicant.</p>		

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8	Pocket Parks	<p>PB informed members that the <i>Tesco</i> funding application for the Raffles Road/Whetstone Lane site had been rejected but that an application by the Council for a site at the rear of Birkenhead Central Library has been successful.</p>	Item discharged	
9	Community Governance Review	<p>PB met with an officer from <i>The Big Lottery</i> in their Manchester office but the decision to refuse funding was not overturned.</p> <p>A general discussion took place about the need to make the Forum sustainable beyond its initial 5-year existence. VM suggested that this issue be charted in our project plan and JR agreed to do so.</p> <p>GV reinforced the need to continue to seek funding to investigate public appetite for establishing a town council.</p>	<p>JR</p> <p>Management Committee</p>	<p>ASAP</p> <p>Ongoing</p>
10	Hamilton Square Conservation Area	<p><i>A Friends of Hamilton Square Conservation Area</i> group has now been established.</p> <p>Meetings are held on a monthly basis in the Rathbone Studio, Argyle Street.</p> <p>A meeting has been arranged with David Ball [DB] on 28 April 2016 to ratify a memorandum of agreement to govern the work of a conservation area advisory committee composed of relevant built-environment professionals.</p> <p>To join the Friends, or to volunteer to sit on the advisory committee, please send an e-mail to:</p> <p>friendsofhamiltonsquare@outlook.com</p>		

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11	VOTE Proposed Community Issues Workgroup (workgroup 3)	<p>Resolution: <i>That a community issues workgroup be established, whose remit shall be: 1) to take the lead in making arrangements for a full scale public consultation about neighbourhood plan policies and priorities, and 2) to take forward work relating to any other relevant community issue raised within the Forum's area of benefit (i.e. Birkenhead & Tranmere Ward).</i></p> <p>Members voted unanimously to establish workgroup 3.</p>	Item discharged	
12	VOTE Election of Chair of workgroup 3	<p>Resolution: <i>To elect a Chair for workgroup 3</i></p> <p>PB nominated GV as Chair of workgroup 3. The nomination was accepted and seconded by VM.</p> <p>There were no other nominations.</p> <p>Members voted unanimously to elect GV as Chair of workgroup 3.</p>	Item discharged	
13	Facilitation Support Technical Support Package (TSP)	<p>Our second TSP has been awarded.</p> <p>The lead consultant from <i>AECOM</i> is Stuart Woodin, with the day-to-day work to be managed by Anita Copplestone [AC]. Both are based in the company's Manchester office. Help will be provided with the following areas of the consultation process:</p> <ul style="list-style-type: none"> • Engagement and Communications Strategy; • Framing proposed questions for a household questionnaire (Micaela Benson [MB]); • Grant application for printing, distribution and analysis costs; • Contacts for data analysis once the questionnaire results are received, and 		

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13	Facilitation Support Technical Support Package (TSP) [continued]	<ul style="list-style-type: none"> • Questions arising from the Heritage and Character Assessment (Jon Alsop [JA]) <p>AC was sent a copy of the <i>Where Are You Coming From?</i> consultation report and has broken it down into more targeted headings.</p> <p>AC has asked workgroup 3 to agree to her summary (making any necessary changes) prior to JA and MB becoming involved.</p> <p>GV agreed that this would be the first major task to be undertaken by workgroup 3 and a target date was set.</p>	PB, GV	9 Apr 2016
14	Planned actions	<ul style="list-style-type: none"> • To seek sources of funding for work outside the designated neighbourhood area; • To start designing a household questionnaire, the responses to which will form the principal source of evidence to support neighbourhood plan policies and priorities; • To find a suitably qualified person to act as Honorary Treasurer, and • To appoint a suitably qualified auditor and/or accountant. 	Management Committee	ASAP
15	Any other business	<p>None notified to the Secretary.</p> <p>GV raised concerns about the continued unauthorised use of open land in Whitfield Street by the NHS as a car park, despite planning permission having been refused last year. PB pointed out that PC has already been acting on behalf of local residents on this issue and that it would probably be best for PC to press for enforcement action to be taken against the NHS.</p>		

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15	Any other business [continued]	<p>JD advised members that his daughter has started a petition against the demolition of Europa Pools. PB opined that <i>Ion Developments</i> (formerly <i>Neptune Developments</i>) seems to be anxious to progress the Europa Boulevard scheme in a desperate effort to save the <i>Vue</i> cinema from closure. The cinema is one of the least viable in the entire UK. PB suggested that the principal issue here is whether it is acceptable for the Council to try to save a failing private business by disposing of publicly-owned assets.</p> <p>Questions were also raised about whether the proposed sports centre would be affordable for local people. GV also felt that the design should address the Price Street frontage better, rather than locating the service accesses there.</p> <p>PB has organised a meeting with DB on 28 April 2016 to discuss how to follow through on the <i>Move Ahead Birkenhead</i> consultation in the longer term, including the feasibility of setting up a reference group. JD, MM and GV have confirmed that they will be attending, as has one of the <i>Friends of Hamilton Square Conservation Area</i>.</p>	PB, JD, MM, GV	28 Apr 2016
16	Date of next meeting	<p>The 8th 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 Tuesday 28 June 2016.</p> <p>Proceedings were closed at 8:22pm</p>	All members	

END