Minutes of Tarvin Neighbourhood Plan Steering Group meeting held in the Small Room at Tarvin Community Centre on Monday 7th September 2026 at 19:15pm

Present:
Cllr Rob Ford (Tarvin Parish Council) (Chairman)
Sandra Booth
Tony Brierley
Leah Coney (ONH) - joined meeting at 19:30pm
Cllr Sarah Dutton (Tarvin Parish Council)
Mike Hassall (Tarvin Parish Council Clerk)
John Le Core
Sophie Marks
Cllr Neil Poole (Tarvin Parish Council)
Anne Richardson
Alyson Shaw
Robin Turney

Apologies:
Adam Friend
Cllr Pet Twigg (Tarvin Parish Council)

02 – Appointment of Chairperson and Minute Secretary
Decision: Robin Turney appointed to Chair the next meeting. Councillor Sarah Dutton appointed to Minute Secretary.

03 – Introduction to Project: Modification and Updating of Tarvin Neighbourhood Plan

Leah Coney from ONH introduced the project to the Neighbourhood Plan Steering Group (NPSG).

To date the following has been completed: Tarvin Future Development Consultation Survey (178 responses); two community drop-in sessions; identification of landowners and letters sent by Mike Hassall (Tarvin Parish Clerk) on behalf of the NPSG; and SEA Screening Opinion and Scoping Report has been submitted (by ONH to Cheshire West and Chester Council).

Leah Coney explained what the NPSG would be expected to do and proposed that the group splits into task groups. The NPSG will need to review the policies for the updated Neighbourhood Plan (NP) and agree whether to accept the proposed changes suggested by ONH. The NPSG will also work towards allocating sites for development to

be included in the NP through reviewing the community engagement outputs and engaging with landowners and key stakeholders.

Leah Coney stated that the original project plan produced had the Regulation 14 NP Consultation timetabled for submission in October. However, given the NPSG current position she proposed that consideration is given for a January submission, with the Consultation to be taken to the December Tarvin Parish Council meeting (Monday 21st December 2026) for approval.

Action:

1) Mike Hassall (Tarvin Parish Council Clerk) to share "Tarvin Neighbourhood Plan – Proposed Modifications to Policies Report" (previously circulated by Leah Coney to Mike Hassall and Cllr Sarah Dutton in July 2026), with all NPSG members, before the next meeting.
2) All NPSG members to review the "Tarvin Neighbourhood Plan Proposed Modifications to Policies Report", before the next meeting.
3) All NPSG members to identify key stakeholders to be contacted, before the next meeting.
4) Leah Coney (ONH) to provide further information to NPSG regarding the tasks that need to be completed and to share an updated project plan with revised proposed deadlines and dates, before the next meeting.
5) Leah Coney (ONH) to share examples of NP reviews that ONH are currently working on within the local area, before the next meeting.
6) Cllr Sarah Dutton to share personally researched information relating to the project to all NPSG members, that may be beneficial to the Group, before the next meeting.

Date of Next Meeting: Tuesday 15th September 2026 at 19:00pm in the Small Room at Tarvin Community Centre

Minutes Produced by: Cllr Sarah Dutton