 **Email:** np@uptonbychester.org.uk

**MINUTES OF NDP STEERING GROUP MEETING – Monday 25th Nov 2019 at 7.30 pm at The Pavilion, Wealstone Lane**

**Present:** Cllr Jean Evans (Chair), David Evans, Cllr Peter Greenhalgh, Cllr Tom Egerton-Parry.

**1. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Sue Stanley, Cllr Jakub Schmidt and Mike Worden.

**2. MINUTES OF THE LAST MEETING.**

The Minutes of the meeting held on 28th Oct 2019 were accepted as a correct record.

**3. UPDATES**

* **NDP Finances:** See attached report.
* **Housing Needs Assessment:** The final report from John Heselwood has not yet arrived. Jean has sent an email to him asking for urgent attention to this.
* **Physical Characterisation**
* **Aecom Design & Design Codes Study:** It was noted that there is a new MoD contact, Paul Hinton. It was agreed that the NDP should check on its agreement with AECOM and that a meeting should be arranged as soon as possible.

**Re Saighton Camp,**  Cllr Jean Evans had contacted Catherine Morgetroyd at CWaC with a view to organising a visit, although that was proving difficult. It was agreed that an attempt should be made to obtain the original planning application and design brief.

*Report appended* from CWaC officers, on the aspects of the development and planning process that they consider have not worked.

**Action:** JE

* **Cycle Routes:**It was agreed that: i) the Steering Group should request the Parish Council to take up with CWaC such cycling issues as it would be more appropriate for them to deal with;

ii) the Parish Council should be asked to look at the provision for cycle parking at the Pavilion, with a view to making it more extensive and appropriate.

**4. UPTON CHRISTMAS MARKET, DEC 1st:**

It was agreed that the NDP Steering Group would not organise a stall for the Christmas Market, as it did not seem appropriate. However, members would be encouraged to help out at the stalls that were going ahead.

**5. DATE AND TIME OF THE NEXT MEETING.**

To confirm the date of the next meeting as **Mon 27th Jan** at 7.30 pm