PARISH PLAN GUIDANCE

INTRODUCTION TO PARISH PLANS
# Introduction to Parish Plans

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Introduction to Parish Plans

1. Introduction

Parish planning\(^1\) is a step-by-step process that can enable your community to take action and make your local area a better place to live. 4000 communities across the country have already produced similar plans since the late 1970s, including over 70 plans in Cheshire.

By following this guidance, you will be able to develop a shared understanding of the features of your community and ultimately agree on a range of actions that can be delivered for the benefit of everyone locally. Parish planning is also an ideal way to prepare your community to take advantage of the new community rights introduced in the 2011 Localism Act, including neighbourhood planning.

This guide explains what a parish plan is and answers some of the most frequently asked questions. It gives an overview of the process, the timescales and the purpose. A more detailed ‘toolkit’ for each stage of the plan is available from Cheshire Community Action (see below).

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\(^1\) ‘Parish plan’ is a collective term used throughout this guidance. It can also be known by the term ‘community led planning’ and it also refers to a ‘town plan’ (the same process but instigated by a town council rather than a parish council).
The CLP Toolkit includes:

- **Introduction to Parish Plans** (this document)

- **Guide 1 – Launching the Plan** which guides you on:
  - Getting Started
  - Setting up your Steering Group
  - Taking Stock and Planning Ahead

- **Guide 2 – Evidencing the Plan** which guides you on:
  - Understanding your Community
  - Example Community Engagement Methods
  - Developing your Questionnaire

- **Guide 3 – Agreeing and Prioritising Actions** which guides you on:
  - Prioritising and Planning Action
  - Writing your Plan

- **Guide 4 – Delivering and Monitoring Actions** which guides you on:
  - Finalising and Publishing the Plan
  - Implementing the Plan
  - Monitoring the Plan
  - Renewing the Plan

- **Community Profile or OCSI Report** which gives you extensive data specifically for your community from Census 2011 and many other government sources and collated into graphs and diagrams

- **Funding Guide** which gives you advice on best practice when applying for grant funding for community projects and activities
As well as population and housing data the reports include fully collated statistics on culture, equality, economy, social issues, services, transport and connectivity, environment and governance. They also compare your community to borough-wide and nationwide statistics. We can provide these reports for your community at just £50 each which will save you weeks or even months of time in data collation.
2. **What is a parish plan?**

A parish plan is an in depth survey of a community undertaken by that community itself for its own benefit, to find out how it wants to see itself develop over a five to ten year timescale. It includes an action plan to make sure that this actually happens.

It provides an opportunity for people to take stock of their community and to decide which aspects of their community they like and wish to preserve and perhaps enhance and which aspects they do not like and want to change.

There are three core principles that define parish planning and distinguish it from other methods of community engagement. These are:

- **Plans are owned, managed and led by your community.** This is different from other consultations where people in your community are asked for their views by local authorities and other service providers, largely on pre-determined projects or programmes. Parish planning provides your community with the opportunity to set its own agenda and bring about positive change without the need to wait for others to get things done.

- **Everyone in your community should have an opportunity to get involved and have their say.** This will enable you to produce a high-quality and robust plan that has the support of everyone locally and delivers actions that are based on a sound understanding of local needs and aspirations.

- **Actions are based on evidence and address a range of different issues important to your community.** Parish planning can cover social, economic, environmental and cultural issues. You can produce a plan which covers anything you want, within reason!
3. Why produce a parish plan? What are the benefits?

Parish plans have no statutory force and are not legally enforceable but despite this they can still be very influential both in the immediate locality and more widely within a local authority area.

In December 2004, the then Countryside Agency published a summary of findings on parish plans. Set out below are some of the wider benefits they found from producing a plan:

- builds community spirit;
- unleashes hidden talents;
- gives the parish council a fresh focus;
- produces a valuable source of information and an evidence base;
- encourages new councillors to come forward;
- forms new partnerships and links;
- discovers new funding streams;
- enhances public recognition of the value of parish councils; and
- delivers tangible results, such as new play areas, footpaths, wildlife reserves, a shop, a village hall, a recycling centre etc.

Across Cheshire, some of the tangible benefits that have already been derived from undertaking a project are:

- the construction of a new playground;
- the creation of a new village website;
- the reinstatement of a village event that had fallen by the wayside;
- the setting up of a new youth club;
- the planning of a community shop;
- the reduction in village speed limits;
• community speed watch;
• funding for a kitchen upgrade in the parish hall;
• funding for a canal towpath upgrade to provide a safe walkway;
• new welcome packs created;
• new community newsletters and What’s On publications produced;
• creation of a film club;
• setting up of a village gardening club;
• setting up of Home Watch and Farm Watch schemes;
• building of a new village hall; and
• creation of a youth council.

Local authorities should have regard to the content of parish plans within their areas to inform service delivery and funding distribution and spend. Plans can also be used for example, to influence spatial planning decisions, consultations relating to health care provision and the provision of bus services and telephone, broadband and utilities provision.

Communities that have identified particular land use planning issues in their plans can go on to produce a **neighbourhood plan**. It is essential that you contact your local authority at the very outset and seek detailed guidance about this from the planners as there is a formal, statutory process that must be followed. Cheshire Community Action can also help you with various aspects of a neighbourhood plan and we have separate toolkit guidance available on request.
4. **What are the key stages involved?**

There are four key stages involved in the parish planning process as follows:

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1. **Launch the plan**

The impetus for starting any parish plan should come from within your community. It is recommended that you start the process with a launch event where people can find out what can be achieved with a plan, how it’s put together and the work involved. In these early stages, representatives from Cheshire Community Action can help you to find out more about the process, provide a toolkit of resources and attend your launch event.

2. **Evidence local needs and aspirations**

Having launched your plan, you will need to develop an understanding of local needs and aspirations. You should research existing facts and information to identify key issues, features or trends for your local area. This should lead to a discussion with the rest of your community about how they experience life locally, what they value in the present and what they think could be improved in the future.

3. **Agree and prioritise actions**

The next stage of your plan is to make sense of the evidence you have collected and use this to plan and prioritise future action. This will need to be written up in the form of a detailed parish plan document and specific action plan and presented to a range of different stakeholders for approval.

4. **Deliver and monitor actions**

Ultimately, your community will need to lead on the delivery and monitoring of actions proposed in your plan. These may be undertaken in isolation, or with the support of other organisations and service providers where needed. This
shouldn’t be a problem if you have taken time to prepare your plan along the lines advised in the previous stages. You may even choose to go on to completely or partially review your plan in a few years time to make sure your community has achieved everything and whether there are new actions that you wish to pursue.

Your community will need to work through these stages to produce your plan and a separate guide is available on each individual stage to help you through the process.

5. How long will it take?

The timescales will depend upon a range of factors including:

- the community’s capacity to undertake a plan;
- the number of people actively involved;
- the skill base of the volunteers;
- the resources available;
- the size and area of the town/parish;
- the complexity of the issues raised; and
- the reasons for carrying out the plan.

Parish plans need to be completed within as short a timeframe as is realistically possible. Volunteers lose interest and begin to suffer plan fatigue and the project loses impetus if there is no real progress being made and the process is too dragged out.

Once your initial soundings have been taken, your steering group and working groups have been established and your issues identified, we would suggest that you draw up a programme of work, tasks and events that cover at least a 12-18 month period. Volunteers may well feel happier to commit to a 12-18 month timetable rather than make an open-ended commitment, with no end point in view.
6. **How can we help?**

At Cheshire Community Action we can help you with all aspects of your parish plan. We are committed to helping rural communities to identify their own problems and issues and to devise solutions and strategies for overcoming them, thereby improving and strengthening those communities. We have developed a methodology for communities to follow in order to produce well informed and effective plans that can be used with confidence to bring about community change and development.

In addition, we are able to provide a consultancy service and in-depth support with certain elements of your plan such as drafting your questionnaires and analysing your data. If you do find that you lack expertise and skill within your community to undertake elements of the plan yourselves, then we may be able to assist with those elements for a fixed sum. This will enable you to supplement the skills and expertise that you already have but remain actively involved in producing your own plan. Please contact us to discuss your particular needs and for further details of our consultancy arrangements.

In addition to attendance at meetings, advice and support by telephone and email, we produce a number of specialist guides. These guides can be obtained on request to the Community Led Planning team. We also provide copies of many existing parish plans on our website at: [www.cheshireaction.org.uk/completed-parish-plans](http://www.cheshireaction.org.uk/completed-parish-plans).
Parish Plans – Frequently Asked Questions

1. What exactly is a parish plan?

A parish plan is an in-depth survey of a community undertaken by that community itself for its own benefit, to find out how it wants to see itself develop over the next five to ten years and includes an action plan to make sure that this actually happens.

2. Does it have any statutory force?

No it has no statutory force whatsoever.

3. Is it a legally enforceable document?

No it is not a legally enforceable document.

4. How influential are parish plans?

Despite not having statutory force and not being legally enforceable they can still be very influential both in the immediate locality and more widely within a local authority area. Local authorities should have regard to the content of parish plans within their areas to inform service delivery and funding distribution and spend.

They have also been used to help to influence other areas such as land use planning decisions, consultations on health care provision and the provision of bus services and telephone, broadband and utilities provision.

5. Where does this influence stem from?

It stems from the fact that there has been a wide reaching community consultation and it is the community mandate which this provides that makes parish plans influential.

6. Who do they belong to?

They belong to the communities that produce them. Around 47% of the actions in them are in fact carried out by people from within the community without any input from outside.

7. Why produce one?

The best reason for producing one is that it will clearly articulate the needs of the community based on a widespread consultation.
8. **What are the benefits of producing one?**

There are many benefits including the following:

- identification of needs;
- increased community spirit/cohesion;
- improved communication;
- increased volunteering;
- improving individuals’ skills and confidence;
- completed projects such as a new play area or community building;
- acquiring and sharing skills;
- improved relationships between the community and the parish council;
- improved relationships between the community and the local authority;
- encouraging intergenerational activities;
- using the plan to raise funds/grants;
- helping the parish council to plan its activities and spend;
- helping the local authority to plan its delivery and spend;
- providing a blueprint for change;
- providing a detailed evidence base about the community;
- informing local authority strategies;
- encouraging self help and self reliance;
- keeping communities resilient;
- opening up new funding streams; and
- forming new partnerships.

9. **What are the downsides of producing one?**

A parish plan is not a quick fix. Realistically it takes at least 12-18 months to produce and a large amount of very hard work and commitment by unelected volunteers. It can be hard to attract and keep enough volunteers and sometimes local apathy or cynicism can be hard to overcome. How difficult it is to produce a plan often depends on the mix of skills and experience you have in the parish, whether there are already active groups, good communications and somewhere for people to meet. It is not a panacea for all evils nor a magic wand or wish list.

10. **What happens if we don’t produce one?**

If you don’t produce one then it can be hard for the parish council and local authority to know what local residents want and need in order for them to be able to plan their service delivery and spend. There is no better way of identifying community needs than a well researched and widely consulted upon parish plan.

Having a plan can also help you to enter into and make your case at consultations on a range of issues including health, housing and transport provision. It can be useful in objecting to planning applications and at
planning inquiries. If you don’t have one it is harder to demonstrate what local people think about these issues.

11. What if the parish council is keen but the community isn’t?

If the parish council is keen to produce a plan but the community is not, then the plan should not be progressed. It is a fundamental part of any parish plan that the community actively wants to produce one. They should be prepared to be part of the process and get engaged in it, through volunteering, attending meetings, identifying the issues, completing questionnaires and then helping to implement the action plan.

12. What if the community is keen but the parish council isn’t?

If the community is keen to produce a plan but the parish council is not, then the community can still proceed without the parish council but see the question below. It is not easy to do this nor is it recommended.

13. Can the community produce a parish plan without the parish council?

The simple answer is ‘yes’. A community can set up a properly constituted parish plan steering group and produce a plan without the parish council. However, we would not recommend that the community proceed without support from and involvement by the parish council. The most successful parish plans are those where the parish council and the volunteers from the community have a constituted steering group and work collaboratively and co-operatively together to produce a plan. We can also support ‘unparished’ communities that do not have a parish council. In this case, it is helpful to have an existing community group such as a residents’ association on board from the outset – we have a specific toolkit available on request if you are unparished, to help set up your parish plan group.

14. What is the relationship between the parish council and the parish plan volunteers?

The parish plan volunteers (who normally include between 1 and 3 parish councillors) are constituted as a community group known as a parish plan steering group. They work separately from the parish council, having their own non-parish council chair. They also have their own treasurer and secretary (not the parish clerk), their own constitution and they minute their meetings. The parish council and the parish plan steering group communicate with each other regularly and usually agree a method of communication that suits them both. The parish council may hold any funds that have been secured for the plan and this is usually administered by the parish clerk via the steering group treasurer.

The final plan is endorsed by the parish council on completion as follows “We endorse the parish plan as an expression of the community’s aspirations and acknowledge it as a framework for community action within the parish.”
The parish council and the parish plan steering group are therefore separate entities but working alongside each other collaboratively and co-operatively.

15. **Isn’t it the parish council’s job to plan for the parish?**

The parish council is a corporate body and a legal entity. It is a statutory body which has various responsibilities in relation to the parish and this ongoing work obviously has to continue. Some of the types of work that parish councils cover include planning, highways, traffic, community safety, housing, street lighting, allotments, cemeteries, playing fields, community centres, litter, war memorials, seats and shelters and rights of way. Many parish councils find that their time is already well taken care of dealing with these issues. The parish plan enables the community to tackle a new and wider range of issues and also to inform the parish council on the work that is within the realm of the council.

16. **How long does it all take?**

Realistically, it takes at least 12-18 months to produce a parish plan although sometimes it takes longer. This depends on a wide range of factors, including the number of volunteers, their range of skills and expertise, the population size, the complexity of the local issues.

17. **Who does all the work?**

The work is done by unelected volunteers, working within a structure that is headed up by a constituted steering group. There are also between one and three parish councillors within the steering group.

18. **How much does it cost and where does the money come from?**

It varies depending on the size and population of the parish and complexity of the issues but an average plan tends to cost around £3,000. The availability of funding varies depending on where the parish is situated administratively. There is a small grant scheme for parish plan groups in Cheshire East and ward councillors sometimes use their budgets in Cheshire West to help fund parish plans. There is currently no formal parish plan grant scheme provided by Warrington Borough Council although funding may be available via their area co-ordinators. There are also funding opportunities through Awards for All. Any grants can also be supplemented by donations, fundraising, sponsorship and parish council contributions. In addition ‘in kind’ donations are often made to the plan such as free or discounted rate room hire, raffle prizes, discounted printing or photocopying and volunteer time.

19. **Why constitute the steering group as a community group?**

There are a number of reasons why it makes sense to constitute the steering group as a community group separately from the parish council, including the
fact that there are some grant funds that community groups can apply to that a statutory body (like a parish council) cannot. This means that additional sources of funding may become available for projects.

In addition, the parish plan is a community initiative that should not be dominated by the parish council and hence the setting up of a separate grouping with a non-parish councillor chair. It also needs to be remembered that all the normal ongoing work and responsibilities of the parish council continue and a separate grouping provides an additional but complementary ‘tool in the box’ for achieving change locally.

20. **Do we have to call it a parish plan?**

No, you can call it what you like but it needs to have a name that is relevant to the process of parish planning and meaningful to local residents and that is inclusive of everyone in the community.

21. **Is it just about land use planning and development?**

No absolutely not. Most plans contain a range of issues including:

- social;
- economic;
- environmental;
- cultural; and
- spatial planning and development.

Some plans do not contain any spatial planning issues at all. A parish plan takes a much wider and more holistic overview of the community.

22. **What other type of things can it include?**

As stated above it can include social, economic, environmental, cultural and planning and development issues. Examples might be setting up a youth club, getting a speed limit reduced, improving communication through newsletters and websites, getting new village activities started, building a new village hall, setting up Home or Farm Watch, opening up a village green, debt counselling, parenting classes, appointing a tree warden and undertaking a tree survey. These are all actions that have come out of plans in Cheshire and there are many, many more examples.

23. **Who decides what goes into the plan?**

The community decides what the issues are that will go into the plan through a series of consultation activities and events that take place within the community organised by the steering group. The agenda is set by the community itself. The steering group may seek guidance and advice from a range of experts including elected members, local authority officers, utility companies, transport bodies and many others.
24. **What happens to the plan once completed?**

Once completed the action plan within the parish plan is implemented and the projects and actions identified are carried to fruition by an implementation group. The progress of the actions is monitored and reviewed each year and this is then reported back to the community.

25. **Who implements the actions in the plan?**

The actions are normally overseen by a constituted community group called the implementation group, made up of unelected volunteers and parish councillors. Some of the actions will be delivered by the parish council using precept monies, others by the implementation group, through community-based working groups, doing fundraising and applying for funding. Invariably, some of the larger projects will require input, help and funding from the local authority, funding bodies like the Big Lottery and external agencies, organisations and bodies.

26. **What is the difference between a parish plan and a neighbourhood plan?**

Neighbourhood plans and parish plans are both types of community led plan i.e. plans initiated and led by local volunteers involving extensive consultation with the local community. A parish or town plan sets out a vision and action plan for the community, in which many of the actions will be a range of projects that can be carried out by members of the community e.g. establishing new social events, creating a community website, setting up a litter picking group, organising improvements to a play area. A neighbourhood plan, however, is focused on land use and development issues and alongside the Local Plan is used by the local planning authority to determine planning applications. More detailed information is available on neighbourhood plans in Cheshire Community Action’s new toolkit, available on request through the Community Led Planning officers.
APPENDIX 2

Some Top Tips for your Parish Plan Project

- **Get the community on board**

  Secure community ownership and support for the plan at the outset by selling the benefits of the process. The most successful parish plans are those that have wide community support and involvement. But don’t expect everyone to be interested, especially at first.

- **Brainstorm ideas**

  Have an open mind and do not enter into the process with a preconceived list of ideas and issues. Be prepared to listen to everyone and take on all views even if they are different from your own or they are complex and/or difficult.

- **Share your experiences**

  Invite other parish plan groups to share their expertise and experiences (both good and bad!). Then be prepared to reciprocate and share your experiences and expertise with others.

- **Use a range of consultation techniques to discover issues**

  Employ a range of techniques to find out about the key issues in your community. For example: hand out simple questionnaires at an open day or information evening; ask people to complete postcards or post it notes identifying their hot topics; put post boxes in your local shop where people can post their issues and concerns at any time; and attend other local group meetings to find out what the community thinks. Don’t focus solely on a single issue, even if interest in producing the plan was originally generated by one crisis or need of some kind – such as the proposed closure of the village school or the withdrawal of a vital bus service.

- **Your biggest resource is people**

  Every parish has its own unique skills base and expertise. Aim to use everyone’s skills and try never to turn down a volunteer or genuine offer of help. People you may find useful include: artists, writers, photographers, researchers, historians, financial specialists, fundraisers, statisticians, administrators, tea makers, IT experts, PR specialists and publicists. Have faith and confidence in your own ability to produce a well researched and thought out plan. Don’t assume that buying in consultants will automatically be better than using the knowledge, skills and talents of your own community.
- **Work collaboratively and co-operatively**

  Work together rather than separately and aim to be inclusive rather than exclusive. Form partnerships and links from the outset and never be frightened to ask for help and information. Work with your parish council, local authority and any other body, organisation or individual that can help you to deliver. Don’t alienate people who might be difficult to involve by ignoring their interests. Aim to be as inclusive as possible.

- **Moving on from the parish plan project**

  Having galvanised the community into action you may be pleasantly surprised about the momentum you generate and the number of spin-off projects that may result (e.g. a neighbourhood plan, village design statement, a carbon neutral project, a voluntary car scheme, a housing needs survey, a traffic survey, entering the Community Pride Competition). Be open to new ventures! But don’t regard your plan as a means of telling the parish council and local authority what to do. They each have to balance the competing needs that exist within the wider community, particularly in this time of limited resources. There may be times when your neighbours’ needs are greater than yours.

- **Actions should be realistic and achievable**

  Whilst the actions coming out of your plan need to be both aspirational and inspirational they also need to be realistic and achievable.

- **It will take time**

  Don’t think it can all be done in a couple of weeks or months. It takes time to motivate and galvanise communities into action. Just like decorating, it always takes longer than you think! Generally, plans take at least 12-18 months to complete.

- **Appoint a good secretary and keep good records**

  Find a well-organised person to fill the role of secretary and set up a good filing system as an early pre-requisite to a successful project. You will start amassing vast amounts of information and data from the very start and you need to develop systems for recording. And back up your computer records, just in case.

- **Printing/publishing your plan**

  You will find it useful to have both paper and electronic copies of your plan, so that you can publicise it and circulate it widely, post it on your website and email it to interested parties. Make sure that you retain the intellectual property in the document when you finally publish it, so that you can update it
regularly. You also need to be able to print off additional copies when the original print run is exhausted. Try not to get too wrapped up in the presentation/production/publishing side of the document to the detriment of the content. Bright and attractive graphics and glossy covers look nice but they can be expensive and detract from the substance of the plan. Concentrate your efforts on the quality of the content of your plan.

- **Don’t just leave the plan on a shelf**

Don’t make the mistake of thinking that the plan is just a document. It has to be an action plan that is part of an ongoing and dynamic process of change and development for your community. Production of the plan is only just the beginning of the process of planned change and development of your community. After completion and publication there is ongoing annual review and monitoring and after that there is periodic review, when a brand new action plan is created.
## Useful Contacts Table

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<tr>
<th>Organisation</th>
<th>Address</th>
<th>Tel</th>
<th>E-mail/contact name</th>
<th>Website</th>
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<tbody>
<tr>
<td>Cheshire Community Action</td>
<td>Suite G7, Northwich Business Centre, Meadow Street, Northwich, CW9 5BF</td>
<td>01606 359731</td>
<td><a href="mailto:claire.jones@cheshireaction.org.uk">claire.jones@cheshireaction.org.uk</a>, <a href="mailto:sarah.baron@cheshireaction.org.uk">sarah.baron@cheshireaction.org.uk</a></td>
<td><a href="http://www.cheshireaction.org.uk">www.cheshireaction.org.uk</a></td>
</tr>
<tr>
<td>Action for Communities in Rural England (ACRE)</td>
<td>Somerford Court Somerford Road Cirencester Gloucestershire GL7 1TW</td>
<td>01285 653477</td>
<td><a href="mailto:acre@acre.org.uk">acre@acre.org.uk</a></td>
<td><a href="http://www.acre.org.uk">www.acre.org.uk</a></td>
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<tr>
<td>Awards for All</td>
<td>1 Plough Place London EC4A 1DE</td>
<td>0845 4 10 20 30</td>
<td><a href="mailto:general.enquiries@biglotteryfund.org.uk">general.enquiries@biglotteryfund.org.uk</a></td>
<td><a href="http://www.biglotteryfund.org.uk">www.biglotteryfund.org.uk</a></td>
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<tr>
<td>Cheshire Association of Local Councils (ChALC)</td>
<td>Blue Bache Barn Burleydam, Whitchurch Shropshire SY13 4AW</td>
<td>01948 871314</td>
<td>Jackie Weaver</td>
<td><a href="http://www.chalc.org.uk">www.chalc.org.uk</a></td>
</tr>
<tr>
<td>Cheshire East Council</td>
<td>Westfields Middlewich Road Sandbach CW11 1HZ</td>
<td>0300 123 5500</td>
<td><a href="mailto:info@cheshireeast.gov.uk">info@cheshireeast.gov.uk</a>, <a href="mailto:communitygrants@cheshireeast.gov.uk">communitygrants@cheshireeast.gov.uk</a></td>
<td><a href="http://www.cheshireeast.gov.uk">www.cheshireeast.gov.uk</a></td>
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<tr>
<td>Cheshire East Council Local Area Partnership teams</td>
<td>Congleton Crewe Knutsford Macclesfield Nantwich Poynton Wilmslow or Partnerships Manager</td>
<td>01625 383843</td>
<td><a href="mailto:alan.lawson@cheshireeast.gov.uk">alan.lawson@cheshireeast.gov.uk</a>, <a href="mailto:dawn.clark@cheshireeast.gov.uk">dawn.clark@cheshireeast.gov.uk</a>, <a href="mailto:richard.christopherson@cheshireeast.gov.uk">richard.christopherson@cheshireeast.gov.uk</a>, <a href="mailto:val.burlison@cheshireeast.gov.uk">val.burlison@cheshireeast.gov.uk</a>, <a href="mailto:sharon.angus-crawshaw@cheshireeast.gov.uk">sharon.angus-crawshaw@cheshireeast.gov.uk</a>, <a href="mailto:val.burlison@cheshireeast.gov.uk">val.burlison@cheshireeast.gov.uk</a>, <a href="mailto:richard.christopherson@cheshireeast.gov.uk">richard.christopherson@cheshireeast.gov.uk</a>, <a href="mailto:kirstie.hercules@cheshireeast.gov.uk">kirstie.hercules@cheshireeast.gov.uk</a></td>
<td><a href="http://www.cheshireeast.gov.uk">www.cheshireeast.gov.uk</a></td>
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<tr>
<td>Organization</td>
<td>Address</td>
<td>Phone Number</td>
<td>Contact Information</td>
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<tr>
<td>Cheshire Record Office</td>
<td>Duke Street, Chester Cheshire CH1 1RL</td>
<td>01244 977195</td>
<td><a href="http://archives.cheshire.gov.uk/">http://archives.cheshire.gov.uk/</a></td>
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</tr>
<tr>
<td>Cheshire West &amp; Chester Council (CW&amp;C)</td>
<td>HQ, 58 Nicholas Street Chester CH1 2NP</td>
<td>0300 123 8123</td>
<td><a href="mailto:enquiries@cheshirewestandchester.gov.uk">enquiries@cheshirewestandchester.gov.uk</a></td>
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<tr>
<td>CW&amp;C Area Partnership Boards</td>
<td></td>
<td>01606 288766</td>
<td><a href="mailto:partnershipsandareaworking@cheshirewestandchester.gov.uk">partnershipsandareaworking@cheshirewestandchester.gov.uk</a></td>
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<tr>
<td>CW&amp;C Spatial Planning</td>
<td></td>
<td>01244 973887</td>
<td>Jeremy Owens (Strategic Manager – Spatial Planning) <a href="mailto:planning@cheshirewestandchester.gov.uk">planning@cheshirewestandchester.gov.uk</a></td>
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<tr>
<td>CW&amp;C Housing</td>
<td></td>
<td>0151 356 6715</td>
<td>Lesley Bassett (Housing Strategy &amp; Enabling Officer)</td>
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<tr>
<td>Cheshire Wildlife Trust</td>
<td>Bickley Hall Farm, Bickley Malpas, Cheshire SY14 8EF</td>
<td>01948 820728</td>
<td><a href="mailto:info@cheshirewt.org.uk">info@cheshirewt.org.uk</a></td>
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<tr>
<td>Campaign to Protect Rural England (CPRE) Cheshire Branch</td>
<td>Victoria Buildings Lewin Street Middlewich Cheshire CW10 9AT</td>
<td>01606 835046</td>
<td><a href="mailto:info@cprecheshire.org.uk">info@cprecheshire.org.uk</a></td>
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<tr>
<td>Department for Food Environment and Rural Affairs (DEFRA)</td>
<td>Nobel House 17 Smith Square London SW1P 3JR</td>
<td></td>
<td><a href="http://www.defra.gov.uk">www.defra.gov.uk</a></td>
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<tr>
<td>Fields In Trust (National Playing Fields Association)</td>
<td>15 Crinan Street London N1 9SQ</td>
<td>0207 427 2110</td>
<td><a href="mailto:info@fieldsintrust.org">info@fieldsintrust.org</a></td>
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<tr>
<td>Halton Borough Council</td>
<td>Municipal Building</td>
<td>0303 333 4300</td>
<td><a href="http://www.halton.gov.uk">www.halton.gov.uk</a></td>
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<tr>
<td><strong>Organisation</strong></td>
<td><strong>Address</strong></td>
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<tr>
<td>The Mersey Forest</td>
<td>Kingsway, Widnes Cheshire WA8 7QF</td>
<td>01925 816217</td>
<td><a href="mailto:mail@merseyforest.org.uk">mail@merseyforest.org.uk</a></td>
<td><a href="http://www.merseyforest.org.uk">www.merseyforest.org.uk</a></td>
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<tr>
<td>National Association of Local Councils (NALC)</td>
<td>109 Great Russell St London WC1B 3LD</td>
<td>020 7637 1865</td>
<td><a href="mailto:nalc@nalc.gov.uk">nalc@nalc.gov.uk</a></td>
<td><a href="http://www.nalc.gov.uk">www.nalc.gov.uk</a></td>
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<tr>
<td>National Society of Allotment &amp; Leisure Gardeners</td>
<td>O'Dell House Hunters Road Corby Northants NN17 5JE</td>
<td>01536 266576 0151 512 3882</td>
<td><a href="mailto:natsoc@nsalg.org.uk">natsoc@nsalg.org.uk</a> Dave Morris <a href="mailto:davejmorris49@hotmail.com">davejmorris49@hotmail.com</a></td>
<td><a href="http://www.nsalg.org.uk">www.nsalg.org.uk</a></td>
</tr>
<tr>
<td>Natural England</td>
<td>Foundry House 3 Millsands Riverside Exchange Sheffield S3 8NH</td>
<td>0845 600 3078</td>
<td><a href="mailto:enquiries@naturalengland.org.uk">enquiries@naturalengland.org.uk</a></td>
<td><a href="http://www.naturalengland.org.uk">www.naturalengland.org.uk</a></td>
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<tr>
<td>Peak District National Park Authority</td>
<td>Aldern House Baslow Road Bakewell Derbyshire DE45 1AE</td>
<td>01629 816200</td>
<td><a href="mailto:customer.service@peakdistrict.gov.uk">customer.service@peakdistrict.gov.uk</a></td>
<td><a href="http://www.peakdistrict.gov.uk">www.peakdistrict.gov.uk</a></td>
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<tr>
<td>Plunkett Foundation</td>
<td>The Quadrangle Woodstock Oxfordshire OX20 1LH</td>
<td>01993 810730</td>
<td><a href="mailto:info@plunkett.co.uk">info@plunkett.co.uk</a></td>
<td><a href="http://www.plunkett.co.uk">www.plunkett.co.uk</a></td>
</tr>
<tr>
<td>Warrington Borough Council</td>
<td>New Town House Buttermarket Street Warrington Cheshire WA1 2NH</td>
<td>01925 443322</td>
<td></td>
<td><a href="http://www.warrington.gov.uk">www.warrington.gov.uk</a></td>
</tr>
</tbody>
</table>
Community Led Planning Officers and Parish Plan Enquiries

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