

Roseacre Wood Community Liaison Group

Meeting: Inaugural meeting Wednesday 9th April 2014

Venue: Elswick Village Hall, Elswick, PR4 3UD

Time: 7.00 – 9.00 pm.

Attendees:

Sam Schofield [SS] Interim Chair (Cuadrilla, Lancashire Communications & Public Affairs Manager)
James Adam [JA] (Cuadrilla, Bowland Project Delivery Manager)
Heather Speak [HS]
Elizabeth Warner [EW]
Gordon Smith [GS]
Emma Smith [ES]
Rowland Taylor [RT]
Angela Livesay [AL]
Joyce Stuart [JS]
Mark Reed [MR]
Paul Hayhurst [PH]
Bob Haresceugh [BH]
Mark Kerr [MK] Secretariat (PPS Group)

| <i>Item</i> | <i>Action</i> |
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| <p>1.0 Welcome and introductions</p> <p>All present introduced themselves.</p> <p>PH identified that the Roseacre Wood site was located close to the boundaries of Lancashire County Council's Fylde East and Fylde West Divisions but located within Fylde East. He suggested that Councillor Liz Oades (LCC Fylde East) should be a member of the CLG and questioned his membership of the group.</p> <p>PH also explained that as Lancashire County Councillor sitting on the Planning Committee he could not be able to participate in any CLG discussions on planning matters. PH left the meeting to allow deliberations to take place.</p> <p>SS explained that Cllr Oades had been approached about becoming a member of the CLG but had declined. In PH's absence the meeting considered the issue and decided that it would advantageous for both Cllr Hayhurst and Cllr Oades to be CLG members.</p> <p>It was agreed that Cllr Hayhurst's membership should be confirmed and that a further invitation should be extended by the Secretariat to Cllr Oades explaining the views of CLG members.</p> | <p>Secretariat</p> |

Apologies were received from Barbara Richardson, Roseacre Awareness Group (RAG) who was on holiday; Rowland Taylor attended as her alternate.

3.0 Discussion about Terms of Reference (ToR)

SS confirmed that all members had received copies of the draft ToR. He reiterated that the ToR was the basis for the CLG to work together. It was anticipated that the CLG would work from now until the planning application was decided and, if approved, during the life time of Cuadrilla's operations at Roseacre Wood.

He identified that the CLG was not a decision making body but provided a link between Cuadrilla and the community and other interested parties for feedback and information to be shared. SS confirmed that the minutes of CLG meetings would be made public by being posted on Cuadrilla's website and the group's activities could also be advertised in local Parish newsletters.

In discussion about the Group's membership EW explained that her involvement was as a local resident as opposed to representing RAG.

SS explained that despite being invited, no representatives of local businesses had been recruited to the CLG.

It was agreed that CLG members would canvas potential local business representatives, including from the farming community, and suggest potential candidates to the Secretariat.

SS thought that the membership of the Group could change as the project developed.

JS and PH welcomed the early formation of the group and confirmed, with the benefit of involvement in similar groups elsewhere, that discussion involving all parties was the basis of a good relationship and that if Cuadrilla's application was approved the CLG's role could in the longer term include planning enforcement issues.

A number of points were raised about the draft ToR:

- PH suggested that meetings should take place monthly but that the Chair could call on extraordinary meeting if requested by any four CLG members.
- EW thought the Group's remit as described was rather stark and suggested that following should be added to the bullet points under the Group's remit:

"Equally, the CLG will be a forum for the local community to describe or explain issues, questions or concerns and access or secure swift and specific responses."

- JS suggested that the minutes should be circulated to members following meetings and formally approved by the Group at the next meeting before being publicized.
- BH thought that in addition the Cuadrilla's web site, thought should be given to posting the minutes on Parish Council notice boards.
- EW thought that monthly meetings may not be regular enough in busy periods and too regular when less was happening.
- JS highlighted the need for the CLG to be seen as independent of Cuadrilla so that it could not be thought of as a Cuadrilla PR exercise.

Secretariat

All

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| <ul style="list-style-type: none"> BH suggested that more process should be included in the ToR, for example a more structured way of collecting and understanding the views and concerns of the local community. In discussion JS and others felt that it was a clear role of CLG members to bring the concerns of the community to the Group for discussion “without fear or favour” PH identified the clear need for the CLG to have the support of the community and that this required a clear understanding of its role and function. All Group members were happy for their membership of and involvement in the CLG to be publicized. BH suggested that a Deputy Chair should be appointed to cover in the event that the Chair was unavailable. SS confirmed that an agenda would be circulated five days before meetings and that Group members could suggest to the Secretariat additional items for discussion up to two days before the meeting. | |
| <p>It was agreed that a revised draft of the ToR would be circulated to the Group in order that, if approved, it could be adopted at the next meeting.</p> | Secretariat |
| <p>4.0 Chairship</p> | |
| <p>SS explained that although Cuadrilla would act as Interim Chair it was hoped that an independent Chair would be forthcoming in due course.</p> | |
| <p>It was agreed that CLG members who wished to be considered for the roles of Chair and Deputy Chair should nominate themselves to the Secretariat together with a brief pen portrait detailing relevant experience etc.</p> | All |
| <p>The candidate’s details would be circulated to Group members in advance of the next meeting at which a vote would be held to elect a Chair and Deputy Chair.</p> | Secretariat |
| <p>5.0 Items for discussion at future meetings</p> | |
| <p>Following discussion it was agreed that standing agenda items would include:</p> | |
| <ul style="list-style-type: none"> Apologies Minutes of previous meeting Matters arising Programme update (Cuadrilla – 10 mins) Community update (CLG members – 10 mins) Discussion of two substantive issues (with outside speakers as appropriate) AOB Date of next meeting | |
| <p>EW requested that short explanatory papers should be circulated in advance where appropriate.</p> | |
| <p>SS asked for suggestions for outside speakers and explained that the Secretariat would approach those suggested.</p> | All |
| <p>It was agreed that the minutes of the Roseacre Wood CLG would be circulated</p> | Secretariat |

to members of the Preston New Road CLG and vice versa.

Following a request from GS, SS agreed to consider circulating CLG minutes to other forums that Cuadrilla is involved with in Lancashire and vice versa.

GS also suggested that the CLG should work closely with Fylde Borough Council's Shale Gas Working Group and particularly Cllr. Tommy Threlfall and with the appropriate individuals at Lancashire County Council.

SS

6.0 Items for discussion at future meetings

During discussion a number of topics were suggested for discussion at future meetings:

- Highways/traffic
- Programme overview
- Cuadrilla's capabilities/experience and company structure
- Safety and regulatory framework (Stuart Perrigo, LCC Chief Planning Officer to present)

In response to GS' suggestion that CLG meetings should involve the general public PH and JS suggested that this was the legitimate role of a Parish Council but not the role of the CLG.

7.0 Date of next meeting

It was agreed that the next meeting would take place at:

7.00 – 8.00 pm on Tuesday 29th April 2014 at Elswick Village Hall, Elswick, PR4 3UD

8.0 Any other business

JS asked about working hours and traffic routes in the event that the planning application was approved.

JA explained that working hours would be a condition of any planning permission and that the traffic routes were the subject of discussions with Highways but were not yet fixed and no decision had yet been reached.

The meeting ended at 9.00 pm.
