

**Notes of the Steering Group and Project Working Group
Neighbourhood Planning Meeting
Thursday 24th May 2018
2.00pm, Methodist Church Hall, Upper Caldecote.**

	AGENDA ITEMS	ACTIONS
1	<p>NPNPSG Members Present: Cllr Helen Papworth (Chair) (HP) Stephanie Bennett (Vice Chair) (SB), Jon Payne (JP), Shirley Mullen (SM) , Richard Cass (RC)</p> <p>Apologies: David Milton (DM), Graham Hopton (GH), Mark Lewis (ML), Irene Ward (IW)</p>	
2	<p>Declarations of Possible Conflicts of Interest None</p>	
3	<p>Minutes of the last SG Not yet circulated. Confirmed SG decision that SG group is quorate if 5 members present.</p>	Agreed
4	<p>Policies Reviewed Agreed JP's "crunched down" format of reg14 responses to be included in Consultation Statement. NP1 responses- Line 25 review CBC policy Line 27 – await CBC re "addressing shortfall in facilities" Line 30 - covered by NP3 and NP12 Propose new bullet point (point 5) to cover 4g and 4h Check that %of OMH on a RE site is 20% Check sites 5 & 6 re status in SAR (?Amber)</p>	<p>HP/SB with Tom Price</p> <p>HP/SB SB</p>
8	Date of next SG meeting: Weds 30th May 2018	

**Notes of the Steering Group and Project Working Group
Neighbourhood Planning Meeting Wednesday 30th May 2018
7.30pm, Ickwell Village Hall**

1	<p>NPNSG Members Present: Cllr Helen Papworth (Chair) (HP), Stephanie Bennett (Vice Chair), (SB) Shirley Mullen (SM), Graham Hopton (GH), Richard Cass (RC), Cllr David Milton (DM)</p> <p>Apologies: Mark Lewis (ML) Jon Payne (JP), Irene Ward (IW)</p> <p>HP confirmed that Cllr Tony Dawson and Cllr Sally Mandley had stepped down from the SG at the NPC Annual Meeting held on May 24th.</p>	
2	<p>Declarations of Possible Conflicts of Interest None</p>	
3	<p>Policies Reviewed NP2 - check parishioner interest in sheltered housing. Thought to be not much, but features in AECOM report. Line 22 Clarify housing numbers in applications approved since April 2016 eg does the recent Woodlands approval of 35 houses include the numbers of dwellings in previous applications or not. Line 28 refer to CBC Design Guide re recommended sizes for bedrooms NP3 – Line 22 car parking provision – refer to NP6, ? also CBC Design Guide AE/CB state that this policy may be duplication of National Policy, also NP 22 and one other (NP 15) – similar comment not received from CBC (but may have been previously – HP) SG wishes such policies to remain to show their importance to our parishioners Provision of (or consider) means of ensuring safe pedestrian access discussed Allocation of Rural Exception Affordable sites to be referred to CBC</p> <p>Points 6 & 7 to be combined</p>	<p>HP/SB ANYONE</p> <p>HP/SB for Tom Price</p> <p>ANYONE</p>
4	<p>AOB HP had received a further telephone call from Nick White, Village Foundations- a company that claims to work with rural areas and their parish councils in developing affordable housing. SG did not feel that a meeting with him would be useful.</p> <p>Matters for Tom Price As above, and in JP's crunched down spreadsheets., also Policies Map (to include RE sites, Traffic Hotspots, Designated Open Green Spaces, shops and Public Houses, Schools, Bus Stops, Industrial Areas and Sports Clubs)</p>	<p>AGREED</p> <p>SB/HP</p>
5	<p>Date of next SG meeting: Thurs 31th May, 19.30, Methodist Church Hall</p>	

**Notes of the Steering Group and Project Working Group
Neighbourhood Planning Meeting Thursday 31st May 2018
7.30pm, Methodist Church Hall**

1	<p>NPNSG Members Present: Cllr Helen Papworth (Chair) (HP), Stephanie Bennett (Vice Chair) (SB)), Richard Cass (RC), Cllr David Milton (DM), Jon Payne (JP)),</p> <p>Apologies: Mark Lewis (ML), Irene Ward (IW), Graham Hopton (GH), Shirley Mullen (SM)</p> <p>HP confirmed that Cllr Tony Dawson and Cllr Sally Mandley had stepped down from the SG at the NPC Annual Meeting held on May 24th. Thank you letters to be sent Repeated agreement that we would be quorate if 5 members were present.</p>	HP
2	<p>Declarations of Possible Conflicts of Interest None</p>	
3	<p>Policies Reviewed Parishioner's names to be redacted before responses published as part of Consultation Statement</p> <p>NP4 Residential Infill NP5 Backland Development NP6 Residential Design NP7 Housing Density</p>	
4	<p>AOB</p> <p>Re query last meeting Line 22 Clarify housing numbers in applications approved since April 2016 eg does the recent Woodlands approval of 35 houses include the numbers of dwellings in previous applications or not HP stated that the approved Woodlands planning application said : 35 dwellings will replace the 15 dwellings already on site or with planning approval ie a gain of only 20 dwellings</p> <p>Response to AECOM questionnaire HP had given John Wilkinson at Locality some feedback re the AECOM report, in particular the delays in obtaining the report, and also that a template had obviously been used without final checks for appropriateness to our parish.</p> <p>Sheltered Accommodation AECOM had assessed a need for 42 specialist dwellings, but also stated that there was no obligation to provide these in the parish, and it could be economically unfeasible. Suggest split between Bedford and Letchworth .</p>	
5	<p>Date of Next Meeting Tuesday June 5th, 10.00am, MCH (to check General Comments prior to HP/SB's meeting with Tom Price on Weds June 6th)</p>	

Original signed