

Notes of the Neighbourhood Planning Meeting

Wednesday 23 November 2016

7.15pm. Sand Lane Church Rooms

NPNPSG Members Present: Helen Papworth (HP Co-Chair), Phil Sandell (PS Co-Chair) Stephanie Bennett (Vice Chair), Richard Cass (RC) Cllr Tony Dawson (TD), Graham Hopton (GH Treasurer), David Milton (DM) Irene Ward (IW), Shirley Mullen (SMM), Jill Parker (JP), Sally Mandley (SM) Note taker, Jon Payne (Jon P).

	AGENDA ITEMS	ACTIONS
1	<p>SB took the chair.</p> <p>It had been agreed at the Extraordinary Meeting that SB (Vice Chair) would chair SG meetings.</p> <p>SM proposed: To reconsider the decision that Vice Chair would chair all SG meetings and in light of discussion between both co-chairs and vice chair, agree that both co-chairs and vice chair will chair future meetings as matters dictate.</p>	Agreed
2	<p>Apologies</p> <p>Caroline Henegan;</p>	
3	<p>Declarations and possible conflicts of interest</p> <p>None</p>	
4	<p>Previous Minutes</p> <p>Approved with minor amendment.</p> <p>5.2 Heritage objectives and policy - HP does not agree that objectives and policies were agreed as correct - the document had not been seen by some SG member and seen at short notice by others. There was no vote that she could remember</p> <p>PS took the chair.</p> <p>PS proposed that every proposal made by SG was backed up by a formal vote</p> <p>Matters Arising</p> <p>4.3 NPC has approved the expenditure of up to £250 for a new website and £1,500 for consultancy fees for the Neighbourhood Plan.</p>	Agreed

	<p>6. SB reported that sites had been selected using availability and acceptability criteria. The remaining sites had still to be refined using sustainability and achievability criteria together with popularity among those attending site exhibition.</p>	
5	<p>Financial Report</p> <p>1. GH presented a statement of accounts. They had been updated following £90 being vired from Graphics to Room Hire in the current grant application. Taking into account £650 for website development suitable for survey data analysis, £250 to improve current website and £250 to cover miscellaneous costs which may arise between NPC meetings until next meeting in January, the current committed spend for the project is about £5520. Available funds are still £6600 which means only £1080 for future costs.</p> <p>2. Groundworks grant has been extended until end December 2016.</p> <p>3. HP advised that NPC meet 24.11.16 and then mid January so further funds should be considered for prior approval.</p> <p>4. SMM proposed that SB be reimbursed for training day refreshments.</p> <p>5. GH proposed to ask NPC for prior approval of £250 from NPNPSG allocated funds to cover miscellaneous expenditure and £650 for website logging of draft Neighbourhood Plan.</p> <p>6. PS thanked HP & GH for management of the budget.</p>	<p>GH</p> <p>Agreed</p> <p>Agreed</p> <p>Agreed</p>
6	<p>Project Team</p> <p>1. PWT had a training day with Alison Eardley on 23.11.16. Further guidance was given on completing the Housing component of the NP and clarification about the status and function of projects.</p> <p>2. IW proposed that we begin to inform parishioners about community led projects in the NP. To add to NPNPSG update in next parish magazine and on any articles that " <i>There will be opportunities for projects, suggested by the community and arising out of the neighbourhood planning process, to be taken forward by</i></p>	<p>Agreed</p>

	<p><i>community volunteers”.</i></p> <p>3. PWT had redrafted the draft heritage vision, objectives, policies and projects v4. (projects have been reduced to 3)</p> <p>4. PS had also sent the previous version v 3 back to the heritage group as requested by SG. This had resulted in further suggested projects being recommended.</p> <p>5. PS proposed that v4 be accepted as the framework for Heritage work.</p> <p>6. PS proposed that the WGs suggestions become actions to provide the starting point and content for projects for the Heritage Community Group when it is formed.</p> <p>7. Tabled Documents Update of three documents : Project master plan, Jobs to be done, How to write NP</p> <p>8 Business The PWT proposed that the business framework, draft vision, objectives, policies and projects be put to the SG. Discussion and decisions on this and the previously circulated Business Report are to be deferred to next SG meeting.</p>	<p>Agreed</p> <p>Agreed</p> <p>Agreed</p>
7	<p>Housing Group Report Following a day with our consultant, it is now much clearer how to progress.</p>	
8	<p>Website Update 1 Four people were approached but none able to take it on. 2 PWT proposed: To approach Bedford Borough Council to host the NP consultation and feedback on their website. 3 PS to ask Neil Campbell if it is possible to upgrade our current website to full capacity. 4 PS to send web site specification sheet to HP. 5 RC suggested the draft and/or the final NP be available at local libraries. 6 SB proposed to ask NPC to approve £600 from NPNPSG allocated funds to cover lodging draft NP on Beds BC website.</p>	<p>Agreed</p> <p>PS</p> <p>PS</p> <p>Agreed</p>

9	<p>Greensand Landscape Partnership Update</p> <p>Dates to note;</p> <ul style="list-style-type: none"> • 8th December, will know if £3.4 million project plan has been successful • Mid January all parish councils will be notified of outcome and invited to bid for funding • Our NP and associated reports put NPC in a strong position to apply for grants. • Major development planned for Ickwell Bury Park 	
10	<p>AOB</p> <ol style="list-style-type: none"> 1. GH Tesco Bags for Help footpath project not yet started. CBC need to install traffic lights.RC to contact CBC Rights of Way Officer. 2. PS reported that by next SG meeting should have all reports in place. HT said PWT moving forward to produce framework documents. 3. HP thanked SB, Jan Sandell and Jon P for refreshments on training day. 	RC
11	<p>Dates and times of next meetings</p> <p>14.12.16 Church rooms, Sand Lane 7.15</p>	