

MINUTES OF THE NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Small Village Hall, Monday 24 June 2019

PRESENT: Linda Hiscott, Chair; Vivien Riddle;; Stuart Thomson;; Mary Koukkoullis ;Mark Brooks;; Jerry Parker Paul Buckley; Caroline Brady-Watts Eric Benton

Sally Chapman

APOLOGIES ;Chris Ashby Hilary Ashby

1. **Minutes** of the last meeting were approved

Copies of the minutes to be sent to the Parish Council.

Action PB

Matters Arising

- 2 All included in the agenda

- 3 **Locality Submission / Funding**

Eric reported that the application to Locality had been approved in the sum of £8524. It was now possible to proceed with costs of the project.. Eric to provide details of financial amendments made to the Locality submission to meet their requirements and Paul to revise the Financial Plan

Action EB PB

- 4 **Census Information**

Sally provided statistical information but this included Wixams as well as Wilstead. Linda would contact the part of the Borough which provided the statistics to see if a breakdown was available excluding the Wixams figures.

Action LH

The information to date would be circulated to all members

Action PB

- 5 **Housing Needs Survey**

The Housing Needs Survey costs of £1876 could now be met and the work commissioned to BRCC. Paul to instruct Jemma

Action PB

The format of the survey proposed by BRCC was noted with a clear explanation that low cost housing was not included and a further survey from the NP group would follow.

Any allocation should be on several small sites not a single site

Action PB

The NP survey would be considered at the next meeting.

Action EB

Eric had previously provided a draft which could be updated

6 Green Infrastructure Survey

Linda and Viv had met. Viv had produced a green audit form
Linda has the locality information on a Green infrastructure
and both of these this would be circulated to all members with
the minutes.

A detailed response had been received from Nigel Jacobs
which would also be circulated.

Chris and Hilary had emailed a list of sites for inclusion:

- Sports field
- Allotments
- Children's playing field
- Church land
- Wilstead country park
- Butterfly field
- Wilstead Woods
- Dragon Woods
- Pond – Long Meadow Drive
- Land between underpass and A6 roundabout
- Grass island on Luton Road (opposite Pollards Close/Vicarage Lane)
- All foot paths

Any land that creates a buffer zone for Wilstead i.e. open spaces
and views as listed on pages 4-6 of the Village Design Statement

Other sites put forward included

Land between Wilstead and Wixams

Land adjoining 1 Hampton Close

Field on west of Bedford road

Land adjacent to Briar Bank

Open Spaces within Housing estates

It was noted that the owners of sites would need to be
identified for internal records.

Action VR LH

7 Communications/presentation

Agreed it was important to undertake as many as possible of
the communication strategy/ presentations before the main
village presentation, a on 28 September

Action All

11 Dates of next meetings

15 July

19 August

Action All

Signed.....

Date

Linda Hiscott Chair