

MINUTES OF THE NEIGHBOURHOOD PLAN STEERING GROUP MEETING

Small Village Hall, Monday 18 March 2019

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

Sally Chapman

APOLOGIES Linda Hiscott,

1. **Minutes** of the last meeting were approved
Copies of the minutes to be sent to the Parish Council. **Action PB**

- 2 **Matters Arising**
No interest has been shown for the post of Secretary either as a volunteer or paid position All members will continue to try and identify possible persons. **Action All**

- 3 **Locality Submission**
Eric is completing the application to Locality. Once completed, the application would be circulated electronically to all members and it was agreed that all would be required to respond in favour for the application to be then submitted. **Action EB**
Then all to respond

Eric advised that the funding availability from Locality for 2019-20 was still not known

- 4 **Funding**
Eric advised that the funding from the PC remained at £1000 and would be carried forward to 2019/20.
It would assist if Sally would submit her fee invoice for fees already incurred now for discharging before the end of the financial year. **Action SC**

- 5 **Housing Needs Survey**
The sample forms provided by BRCC and previously circulated were considered.
Noted that this survey would deal with Social Housing/affordable housing of the type provided by Housing

Associations and not “low cost” housing which could be purchased by residents. The form to be clarified to ensure this difference is clear. The need, if any for low cost housing for private purchase would be dealt with in the general survey to be undertaken.

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

It was noted that Briar Bank provision might already meet all of the needs for social housing.

Eric, Paul and Linda authorised to agree a revised form with BRCC.
The form otherwise was accepted

**Action LH EB
PB**

6 Green Infrastructure Survey

Paul advised that he had not been able to identify an alternative source to carry out a GIS within the budget available.

It was agreed that the BRCC quote should be progressed but with the GIS Group first determining what elements can be carried out ourselves. Linda and Viv to meet to discuss the process required.

Sally recommended that the BRCC website provided good examples.

Action VR LH

7 Communications/presentation

Eric presented key points to be used for the consultations.

These provided the legal background and the reasons for the NP process and the key issues for feedback. It was agreed to emphasise that without a NP the Planning Authority would be less likely to take into account local views in preparing the Borough local Plan.

The key points would be made available on A2 boards and people encouraged to write their views on post it notes and to stick them on the boards. The boards would then be photographed as a record and part of the audit trail.

Action EB/All

8 Project Plan

Ongoing for the next meeting

Action LH

9 EW rail link

This will not form part of the NP Eric advised that the Mayor favoured a route within Bedford. This would if adopted, result in no station at Wixams

10 **Key Service centre**

Viv advised that the doctors surgery no longer operated in Wilstead. The PC are notifying the Borough of the change but this was unlikely to change the designation. The PC would continue to press for the Key Service centre to be dropped for Wilstead, particularly as Wixams is a KSC too.

11 **Dates of future meetings** will aim for the 3rd Monday in each month. Next dates are

20 May
24 June note not the 17th

Action All

It was noted that all would be present for the business consultation meeting on April 2 and any issues could be raised at the end of that meeting.

Signed.....
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Date

Eric Benton, Chair