

POTTON TOWN COUNCIL

Minutes of the Meeting of the Potton Neighbourhood Planning Sub-group held on Tuesday 19th April 2016, at the Community Centre which started at 7.10pm.

Present: Councillors Mr G. Emery, Mr J. Hobbs Chairman, Mr J. Lean and Mr R. Whitfield.

Absent: All Present.

Also Present: Cllr P. Langridge, Mr J Day and the Town Clerk.

1 Apologies for Absence

All Present.

2 Declaration of Interest

Councillors were reminded that they should declare an interest in any matter of personal or prejudicial interest to be discussed at this meeting. Information about this requirement had been on the table.

3 To approve and sign the minutes of the meeting held on 15.3.16.

Minutes of the meetings held on 15th March 2016 were approved and signed as a true and accurate record.

Cllr P. Langridge left the meeting.

4 Matters arising

Members went through the draft Neighbourhood Plan leaflet and made some amendments.

It was **resolved** to approve the production of 1,000 amended Neighbourhood Plan leaflets.

Cllr Emery advised he will be submitting the article to the Biggleswade Chronicle in the next few weeks about Potton Neighbourhood Plan.

Members discussed about printing of maps, the size of maps to print, laminating of the maps and a display board to display the maps.

It was **resolved** that the Chairman arrange for Central Bedfordshire Council to print and laminate maps and to purchase a display board.

5 Preparation for community events

Members discussed proofs of a table cloth, roller banner and stickers for the public to indicate where they like building to take place and where they wouldn't like building to take place.

It was **resolved** that the Chairman arrange for the table cloth and roller banner to be produced.

Members discussed about a copy of the housing needs survey being on the table for people to view.

It was **resolved** that a copy of the housing needs survey should be on the table for people to view.

Members discussed about a likes and dislikes list for the May Day Fete.

Cllr Lean volunteered to produce a likes and dislikes list.

It was **resolved** that Cllr Lean produces a likes and dislikes list for the May Day Fete.

6 Questionnaire - draft (for comments)

Members discussed about the comments received with regard to the draft Questionnaire.

It was **resolved** to consider the questionnaire at the next meeting.

7 Call for sites? How do we identify potential developments sites

Members discussed about the call for sites and asking residents to put forward areas for potential development and areas not suitable for potential development.

8 PTC website page - content and who will oversee this

Members discussed about the need to keep adding new Neighbourhood Plan information on the website.

9 Beating the bounds - Party on Potton activity?

Cllr Whitfield gave an update on discussions he has had with Reverend Smith. Cllr Whitfield advised that the Parochial Church Council of St Mary's Church are having a meeting in May 2016 and will have an item Beating the bounds.

Members were concerned about making more work.

It was **resolved** that Cllr Whitfield continue discussions with Reverend Smith and reports back to the next meeting.

10 Attendance of community events - who and when

Members discussed about attending the 2nd May May Day Fete, 18th June Seasonal Market, 4th July Community Centre, 26th August Party on Potton and 10th September Potton Show.

Members discussed about availability to attend the above events.

The Chairman asked members to confirm availability to him for the above events.

It was **resolved** that members confirm availability to the Chairman for the events mentioned above.

11 Steering group membership

Members were advised that Paul Hamilton has shown an interest to become a member.

Members discussed about the young car owner who spoke last year at the town council meeting, to see if he wants to become a member.

It was **resolved** to ask Cllr Langridge to contact the young car owner who spoke last year at the town council meeting, to see if he wants to become a member.

Members advised the need to attract more people to join.

12 Green infrastructure plan update

The Chairman advised that Bedfordshire Rural Communities Charity (BRCC) have advised that the Green infrastructure plan links with the neighbourhood plan. The BRCC has advised that Potton's Green infrastructure plan from 2010 needs updating and the cost for the update is £2,000.

Members were concerned about the cost of £2,000 to update Potton's Green infrastructure plan.

Mr Day volunteered to look through Potton's Green infrastructure plan to see what in the plan needs updating.

It was **resolved** that Mr Day looks through Potton's Green infrastructure plan, to see what in the plan needs updating and reports back to the next meeting.

13 Housing needs survey 2014

Members discussed about making people aware about the 2014 Potton Housing Needs survey which was carried out by BRCC and funded by Potton Consolidated Charity. The survey had a particular emphasis on the senior members of the town and those in need of care either now or in the future.

Members discussed about gaining permission from Potton Consolidated Charity to use the survey to inform the public about housing needs for Potton with regard to the Neighbourhood Plan.

It was **resolved** that the Chairman contacts Potton Consolidated Charity, to advise that the town council's Neighbourhood Planning group would like to use the survey to inform the public about housing needs for Potton.

14 To consider date of the next meeting

The next meeting of the Potton Neighbourhood Planning Sub-group was arranged for Tuesday 24th May 2016 at 7pm.

There being no further business, the meeting closed at 8.20pm

Signed

Chairman

Dated.....