

POTTON NEIGHBOURHOOD PLAN

Minutes of the Meeting of the Potton Neighbourhood Planning Steering Group held on Tuesday 9 July 2019, at the Community Centre which started at 7.00pm.

Present: Cllr John Hobbs Chairman, Cllr Jonathan Lean, Cllr Jonathan Price Williams, Cllr John Day, Andrew Inkersole, Bob Kett and Dan Norman.

1 Apologies for Absence

Dick Knifton.

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 Election of Chairman

John Hobbs was elected as Chairman.

4 Election of Vice Chairman

Jonathan Price Williams was elected as Vice Chairman.

5 To approve and sign the Minutes of the Meeting held on 7th May 2019

Minutes of the meetings held on Tuesday 7th May 2019 were approved.

6 Matters arising

- JH tabled the responses to the Clarification Notes at the meeting of PTC on 16 May. PTC adopted these clarification notes and JW sent them to CBC.

7 Independent Examiner's Final Report

JH circulated the Independent Examiner's report prior to the meeting. Having agreed that there are no factual errors or omissions, the Clerk conveyed this agreement to CBC.

AI raised concerns that the Objectives of the deleted Policies should not be lost. The IE had said that the Policies selected for deletion were already covered in the NPPF and CBC Local Plan and were therefore unnecessary. However, in order to retain these objectives, it was agreed that we will replace the deleted Policies with the associated NPPF paragraph references and CBC Local Plan policies. It was agreed that:

JPW will amend the Community Infrastructure Policies

JL & DN will amend the Housing Policies

JH will amend the Employment & Industries Policies

JH will amend the Transport Policies

These are to be completed by 17 July.

Although there are no Environmental Policies identified for deletion, concerns were raised about the requirement to reduce the number of designated LSG sites from six to three. This would require amendments

to the Potton Green Infrastructure Plan, which was independently produced by BRCC and adopted by CBC as well as Potton Town Council. BK agreed to contact Cliff Andrews at BRCC to discuss this issue.

JPW reminded us that we also need to amend associated supporting documents, particularly Annex G.

JH to contact Philip O'Dell to arrange updates to the NP. Hopefully this will be completed w/b 22nd July.

8 Potton Shops / businesses map

JH reported that, following a Council Surgery on 15th June, a new Potton resident suggested that there should be a map displaying the location of shops/businesses in the Town. JH informed the group that he had suggested to the Council that this suggestion would be taken to the NP Steering Group for consideration for inclusion in the NP Action Plan.

It was agreed that a shops/business map would be included in the NP Action Plan. However, it was agreed that we would not commission Right Click to produce the map because it was felt that the quote of £1400 + VAT was too high.

It was suggested that we could annotate the existing Potton map that is located on the Community Centre. This will be explored at a later date.

9 Final stages - Preparation for a referendum

The date for a referendum is still to be announced by CBC.

Preparations for a Referendum was discussed and the following agreed:

- NP surgeries to be held on 10th and 14th September.
- PTC Surgery on 14th August
- Banner – we will design our own banner. JH to coordinate.
- A-Frame posters – We will design these.
- Posters – we will design and print these
- Biggles FM - to be arranged.
- Biggleswade Chronicle - to be arranged
- Potton Show - it was decided not to attend this event.
- September Seasons Market - if before the referendum.
- Facebook – We Love Potton, PTC, PNP - to be organized once posters are made.
- PTC Newsletter - JH to draft a insert and circulate.
JL suggested a flyer if referendum date set after the Newsletter deadline.

It was agreed to finalise preparations at a meeting on 6th August.

10 Date of next meeting:

Tuesday 6th August 2019 at 7pm in the Community Centre

The meeting concluded at 8.25pm.

Signed Chairman Dated.....