

POTTON TOWN COUNCIL

Minutes of the Meeting of the Potton Neighbourhood Planning Sub-group held on Tuesday 20th September 2016, at the Community Centre which started at 8.00pm.

Present: Cllr J. Hobbs Chairman, Cllr J. Lean Vice Chairman, Cllr R. Whitfield, Cllr G. Emery, Simon Crump, John Day, Bob Kett, Dick Knifton, Andrew Inkersole, Brendan Moore, Dan Norman, Alice Ream and Jonathan Price Williams.

Also Present: Cllr Zerny, five members of the public and the Town Clerk.

1 Apologies for Absence and welcome to new steering group members

No apologies and no welcomes.

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 19th July 2016

Minutes of the meetings held on 19th July 2016 were approved and signed as a true and accurate record.

4 Matters arising

No matter arising.

5 Update on Public Consultation Events in August and September

The Chairman updated members about the public consultation events which had taken place in August and September.

The Chairman advised he was going to change some of the items on the stand for future events.

The Chairman advised that it is necessary to demonstrate that all ages have contributed to the consultation.

The Chairman suggested that Gino has links with the school.

Members discussed about asking the school children what they would like to see in Potton.

Members suggested that children take photographs of what they would like to see in Potton.

Members discussed about a children's photograph competition.

6 Upcoming Public Consultation Events – who can attend?

Apple Day – 25th September
Community Event – 1st October

Cllr Hobbs and Lean advised they were unable to attend Potton Apple Day due to prior engagements. Cllr Hobbs asked for volunteers to attend Potton Apple Day, no member offered to attend Potton Apple Day.

It was **resolved** that a Public Consultation Event doesn't take place at Potton Apple Day on Sunday 25th September 2016.

Members discussed about the community event on the 1st October 2016. Members discussed about altering the location, date and time for the community event. Various locations as alternatives to the Community Centre were suggested and these were as follows Market Square, Library, The Hollow and St Mary's Church Hall on Firework's Night.

Members were concerned about holding an event outside because of the cold and possibly wet weather.

It was **resolved (i)** that the Community Event planned for 1st October 2016 is postponed until November, with a location and date to be confirmed. **(ii)** that two events on the 5th November 2016 be investigated, these being in the Market Square during the day and St Mary's Church Hall during the evening. **(iii)** to contact Mrs Leggatt about having a stall at the Christmas Lights switch-on.

7 Website update

Chairman advised that the website is being worked on and a link to the new town council website will be established.

A member of the public suggested linking the Neighbourhood Plan website to the We Love Potton facebook page.

8 Update on progress with the baseline evidence sections:

Demographic profile of the local population – J Hobbs

Cllr Hobbs advised he had not made a great deal of progress with this item.

Members discussed about when the baseline evidence was required, the Chairman confirmed the information is required by the December meeting.

Local employment and industries –

Andrew Inkersole volunteered to lead on the Local employment and industries item.

Dick Knifton and Andrew Inkersole introduced themselves to the rest of the group.

Housing - J Lean and Dan Norman

Cllr Lean advised that the 1st draft is ready and he will pass to the Chairman for circulation to the whole group. Cllr Lean advised he had followed the Wing evidence.

Cllr Lean advised that Potton has higher proportion of detached and semi-detached properties against the average for Central Bedfordshire and more people in Potton own the home they live in against the average for Central Bedfordshire.

Cllr Lean advised that the Housing Needs Survey had identified a shortage of affordable housing and this had been confirmed by the estate agents that 2 bedroom and small 3 bedroom houses were in high demand.

Cllr Lean advised Potton is a popular place to live. That the average in Potton is 2.25 persons per household.

Cllr Lean advised about future housing, people can't afford large houses and this was confirmed in the Housing Needs Survey which was funded by Potton Consolidated Charity.

Transport – B Moore

Mr Moore advised he had counted traffic at the entrances to the town in Bury Hill, Sandy Road and Biggleswade Road.

Mr Moore explained that he had looked through the Central Bedfordshire Council (CBC) Local Area Transport Plan for Potton (2013). The plan had identified a 20mph area, 50mph on Sandy Road and Real Time Bus Displays.

Cllr Zerny confirmed about the LAMP items.

Mr Moore explained that bike use is low during weekdays and high at weekends.

Mr Moore then explained about vehicle access to own cars.

Mr Moore explained about the bus consultation, that Centre Bus and Ivel Sprinter service Potton.

Mr Moore then explained that it is important that bus timetables fit with train timetables.

Mr Moore explained about walkers and ramblers and walk leaflets and rambling groups.

Natural environment and special landscapes – J Day with B Kett and A Ream.

Mr Day advised a draft had been produced.

Mr Day advised that of the 30 targets in the Green Infrastructure Plan for

Potton only 2 have been started.

Mr Day advised will check the Green Infrastructure Plan against the CBC Call for Sites.

Mr Day mentioned that when the Neighbourhood Plan is adopted who will make sure that it is followed.

Historic environment – R Whitfield

Cllr Whitfield advised that he needs to check that the information he has obtained about historic buildings in Potton is up to date.

Town and local centres – S Crump

Mr Crump advised that the town had diversified and the town has a lack of parking which will only get worse with more housing.

Mr Crump then advised he had a rough first draft.

Mr Crump advised that Potton has a community feel.

Mr Crump then advised that he had visited the local towns of Sandy, Gamlingay and Biggleswade and they don't have a community feel.

Urban design

Community infrastructure

Jonathan Price Williams volunteered to lead on the Community infrastructure item.

Jonathan Price Williams advised he had categorised the infrastructure.

Jonathan Price Williams advised that retail needs are met except for clothing.

Jonathan Price Williams advised that Potton has leisure facilities and play areas.

Jonathan Price Williams advised need to identify what is missing in Potton.

Cllr Zerny gave his apologies and left the room.

9 Potton NP Pre-vision questionnaire update

The Chairman advised that he and Cllr Lean had started working Pre-vision questionnaire and this is where the Base line information is required.

10 Vision statement:

The Chairman advised he had started working on a Vision statement and he was going to distribute information to the rest of the group.

The Chairman advised he had looked at other Neighbourhood Plan visions statements and they varied from being very short to very long.

11 Data Storage

Members discussed about the saving of the groups data on Google Drive.

It was **resolved** that Mr Inkersole setup an individual Gmail account for each member of the group.

12 Date of the Next Meeting. (Agenda item 11)

18th October 2016 @ 8pm.

There being no further business, the meeting closed at 9.25pm

SignedChairman

Dated.....