

POTTON NEIGHBOURHOOD PLAN

Minutes of the Meeting of the Potton Neighbourhood Planning Steering Group held on Thursday 7th June 2018, at the Community Centre which started at 7.00pm.

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

1 Apologies for Absence

Cllr. Jonathan Lean, Cllr. Geoff Emery, Dick Knifton, Alice Ream

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 1st March 2018

Minutes of the meetings held on Thursday 3rd May 2018 were approved and signed as a true and accurate record.

4 Matters arising

No matters arising – all agenda items.

5 NP 6 week consultation – update on progress

Saturday stall on market square:

Revised rotas:

9th June JH, AI

16th June JPW, DN, JL(if needed)

Location of NP's:

In:

- Library – three copies
- PTC Office
- The Coach House
- George & Dragon
- Doctors surgery
- The Boundary Café
- Savills Hairdressers
- Harpers Barbers

Not yet in:

- Lesley Elliott Hairdressers – we will ask on Saturday 9th June

The Chairman reported that the Library has put the NP in a central display and following requests have made the NP available for loan overnight.

The Comet and Biggleswade Chronicle

The Chairman thanked BK for his success in getting an article and

photograph in both of these local newspapers.

Biggles FM

The Chairman thanked AI for arranging for a 30sec advert on Biggles FM. This advert is played regularly throughout the day.

Facebook

The Chairman reported that the NP and consultation has been promoted in two separate postings on the We Love Potton, Potton Residents for Sustainable Growth and the Potton NP sites.

A final push on Facebook will be actioned by the Chairman in the final week of the consultation.

BK suggested that we update Annex C in the NP to fully reflect the whole consultation process throughout the preparation of the NP. BK volunteered to do this.

6 Comments so far

AI presented a list of comments received to date (33 online). Following an examination of these comments BK suggested that we contact Cliff Andrews (BRCC) to review and revise the wording of Aspirations 26 & 28 in the new GI Plan. This reflects the outcomes of our meeting with the landowners concerned and their resulting comments in the NP Consultation.

7 Urban Forests – food for thought

One comment received in the consultation referred to an article in a national newspaper regarding the requirements of Wycombe Council for developers to plant enough trees so their canopies cover at least 25 per cent of the land on any new estate – or risk being refused planning permission. JD explained that the green infrastructure / environmental requirements are already included within the NP and that we should amend policy statement EV-2 to emphasize the need for trees / shrubs in any new development.

8 GDPR

The Chairman reported that he has sent an email to all residents on the NP Contacts List asking for permission to retain their email address. A follow-up reminder email has been sent and non-respondents emails will be deleted on Monday 11th June.

9 Draft NP update

Following discussion, the following action plan was agreed:

1. Tuesday 19th June – AI to circulate all comments received to steering group members.
2. Steering group members to respond to comments and send their responses to AI by 21st June.
3. AI to collate responses received from the steering group and draft

a final response to each comment. Where there are conflicting responses to a comment(s) AI will liaise with those concerned to find an agreed final response. Deadline 25th June.

4. The NP to be amended by JPW and JH and sent for proof-reading before the end of June.
5. The final NP to be ratified formally at the steering group meeting on 5th July.

10 Submission of NP to Central Bedfordshire Council (CBC)

The Potton Neighbourhood Plan will be submitted to CBC on 16th July 2018

The Chairman said that he would contact Tom Price (CBC) to clarify the submission process and the timescales involved.

**9 Date of next meeting: Thursday 5th July 2018
7pm in the Community Centre**

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

SignedChairman

Dated.....