

## POTTON TOWN COUNCIL

Minutes of the Meeting of the Potton Neighbourhood Planning Steering Group held on Tuesday 26<sup>th</sup> September 2017, at the Community Centre which started at 7.00pm.

**Present:** Cllr J. Hobbs Chairman, Cllr J. Lean Vice Chairman, Andrew Inkersole, Jonathan Price Williams, John Day, Dan Norman.

### **1 Apologies for Absence**

Bob Kett, Dick Knifton, Alice Ream, Brendan Moore, Geoff Emery

### **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 Tuesday 1<sup>st</sup> August 2017**

Minutes of the meeting held on Tuesday 1<sup>st</sup> August 2017 were approved and signed as a true and accurate record.

### **4 Matters arising**

1. A response to the CBC Local Plan was drafted and submitted to PTC
2. The draft Scoping Report and draft Vision/Objectives/Policies were sent to Siobhan Vincent, CBC for comment.

### **5 NP Scoping Report**

JPW composed the draft Scoping Report and placed it on Google Drive. This was also sent to Siobhan Vincent for comment. JH thanked JPW for his work in producing this report. Members of the steering group are meeting Siobhan Vincent on Monday at 10am to discuss this report.

### **6 Vision/Objectives/Policies**

JPW composed a spreadsheet linking our draft policies to our vision and objectives which has been placed on Google Drive. This was also sent to Siobhan Vincent for comment. JH thanked JPW for his work in producing this report. Members of the steering group are meeting Siobhan Vincent on Monday at 10am to discuss this report.

**7 NP – Next Steps**

It was agreed to wait until we have had a meeting with Siobhan Vincent before planning our next steps.

Following discussion it was agreed that JH and JL would produce a draft action plan for the delivery of the final policies, including a timeline (short, Medium and Long term aims).

JPW agreed to update the draft reports following the meeting with Siobhan Vincent.

**8 Green Infrastructure Plan**

JH reported that he had completed the Stage 1 Assessment grid and had sent it to Mike Fayers at BRCC. We are now waiting to receive the final GI Plan. It was agreed that JH would ask BK to contact BRCC to ascertain when the GI Plan will be published.

**9 Potton Green Wheel**

The Potton Green Wheel Development Group has been constituted by Cliff Andrews (BRCC). The group members are Cliff Andrews (BRCC), Cllr Les Ivel, Cllr Andy Gibb, Sue Rowell, Sally Wileman, Drew Gwilliam (RoW, CBC), Cllr Chris Temple, Jonathan Whitehurst (Clerk, PTC) and the following NP Steering Group members – John Hobbs, Andrew Inkersole, Bob Kett, John Day.

Following the first meeting on 3<sup>rd</sup> July 2017 BRCC produced a draft Potton Green Wheel using the aspirations resulting from the GI workshops.

Discussions followed to explore possible links to complete the wheel and Drew Gwillian agreed to speak to landowners regarding new footpaths / bridleways. The next meeting of the development group is on 3<sup>rd</sup> October 2017.

**10 Additional Item**

BK has contacted JH to explain that due to other commitments he cannot attend Steering Group meetings held on Tuesday evenings and therefore asked if it was possible to hold these meetings on a different day of the week. Following discussion it was agreed to move the meetings to Thursday evenings. The Community Centre is available (except for the last Thursday of each month).

**11 Date of next meeting: Thursday 2<sup>nd</sup> November 2017  
7pm in the Community Centre**

There being no further business, the meeting closed at 8.00pm.

Signed .....Chairman

Dated.....