

POTTON TOWN COUNCIL

Minutes of the Meeting of the Potton Neighbourhood Planning Steering Group held on Thursday 2nd November 2017, at the Community Centre at 7.00pm.

Present: Cllr J. Hobbs Chairman, Cllr J. Lean Vice Chairman, Andrew Inkersole, Jonathan Price Williams, Dick Knifton, Dan Norman and Bob Kett.

1 Apologies for Absence

Brendan Moore, Alice Ream (belated)

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 26th September 2017

Minutes of the meetings held on Tuesday 26th September 2017 were approved and signed as a true and accurate record.

4 Matters arising

1. BK has contacted BRCC to ascertain when the GI Plan will be published. This will be done once the endorsements have been agreed.
2. At the meeting with Siobhan Vincent there were no amendments to the Scoping Report so this will therefore now be adopted.
3. At the meeting with Siobhan Vincent there were minor changes to the wording of the policies. JPW has made the amendments to the policies / objectives and has put the revised documents on Google Drive.

5 Green Infrastructure Plan

Following discussion the endorsements were amended and now read as:

Endorsement by Potton Town Council:

Potton Town Council endorses this Green Infrastructure Plan, which has been produced by current residents of the parish, for this and future generations. In endorsing this Plan, the Town Council confirms its support for the concept of GI Planning and the methodology used to produce the Plan. In addition, the Town Council will seek to be an active partner in the delivery of this Plan, leading and assisting the implementation of those actions which fall into the remit and plans of the Council.

The Town Council will annually review the Plan, reporting to the community activity undertaken and planned, both by the Council and others, towards implementing the Plan.

The NP Steering group resolved to recommend that the Potton Town Council accept the draft GI Plan (attached) and the above endorsement within it.

It was also resolved to recommend that the Potton Town Council devolve management of the GI Plan to the NP steering group as part of their remit to manage the Neighbourhood Plan.

It was also resolved to recommend that Potton Town Council annually provide a budget to facilitate the achievement of the GI Plan aspirations. For 2018-19 it is recommended that the GI Plan budget be incorporated into the Neighbourhood Plan budget.

It was resolved to recommend an annual Neighbourhood Plan budget of £10000 be allocated for 2018-19.

Endorsement by Potton Parish Neighbourhood Plan Steering Group:

Potton Parish Neighbourhood Plan Steering Group endorses this Green Infrastructure Plan. It has been produced using an agreed and well developed process involving current residents in a series of focussed working groups. As such it represents their more detailed views on how the issues previously identified can be addressed in the future. It sets a clear plan for the future that will be supported by Local Planning Policies in the forthcoming Potton Neighbourhood Plan.

It was resolved that the NP steering group accept the draft GI Plan and the above endorse within it.

It was also resolved that the NP steering group manage the GI Plan as part of their remit to manage the Neighbourhood Plan.

6 NP – Writing our Design Statement

Following discussion JL and DN agreed to produce a design statement for the Neighbourhood Plan. It was suggested that responses to the relevant questions in the NP Survey be incorporated and that Siobhan Vincent (CBC) be contacted to provide examples of design statements within existing neighbourhood plans in Central Bedfordshire. JL will contact Siobhan Vincent.

7 NP Site Assessment Statement

Following discussion it was agreed to use the template proposed by JH, which is based on the format used in the Wing NP.

Comments on each site will use the site assessment of CBC as well as local knowledge and comments from the NP Survey.

BK volunteered to assist in the provision of photographs of the sites being assessed.

8 Potton Green Wheel

JH informed the group that PTC had committed to match funding CBC to commission BRCC to produce a Green Wheel Masterplan for Potton. This requires an estimated budget of £6000.

It was noted that a number of aspirations of the GI Plan are also aspirations for the Green Wheel and are therefore being investigated and hopefully met.

**9 Date of next meeting: Thursday 14th December 2017
7pm in the Community Centre**

There being no further business, the meeting closed at 8.16pm.

SignedChairman

Dated.....