

Minutes of Meeting of Neighbourhood Plan Steering Committee held on Tuesday 3rd October 2023, at 7.30pm, Online via Zoom

Present: Councillor A Fletcher (AF) (Chair), J Fletcher (JF) and S Waller (SW)

In attendance: Jane Hubbard, Central Beds Council Neighbourhood Planning Officer (JH)
Jon Balaam, The Greensand Trust (JB)

Minutes: C Callen (Clerk, Barton-le-Clay Parish Council) (CC)

1. Welcome and Introductions

AF welcomed everyone to the meeting.

2. Apologies for absence

These were received from N Day and A Knight.

3. Declarations of Interest

There were no new declarations.

4. Matters arising from previous meeting

The Greensand Trust have provided a letter template to send to landowners, following approval of the Local Green Space sites.

5. To approve the Minutes of the meeting held on 2nd August 2023

The minutes were approved.

6. Presentation by CBC Neighbourhood Planning Officer

JH reviewed the current position with the Plan, looking at the designated area and consultations that have taken place, to shape the growth of the Village in the right places. She confirmed that the Housing Needs Analysis reflects the need to maintain housing stock for residents.

BRCC have a service level agreement with CBC to support with Neighbourhood Planning.

She then outlined the next stages, with the pre-submission consultation of the draft Plan (Regulation 14) to be completed over at least 6 weeks, including an internal review by Central Beds Council. CBC will provide feedback and suggestions, particularly to align with the NPPF and Local Plan.

Once this stage is completed, the Plan will be submitted to CBC for them to take forward the formal consultation (Regulation 16) and independent examination. They will then arrange the Community Referendum and hopefully full adoption of the Plan.

Consultation to all ages in the Community will be vital – both young people and the elderly.

Schools have been consulted but it was felt that the Committee should try and target the teens and young adult age group. A stall at the Barton Rovers Fireworks event was suggested on 3rd November to seek feedback from this age range. AF & JF agreed to run the stall, if necessary.

ACTION – Clerk to contact the Football Club regarding having a stall.

ACTION – JH to provide information for the Regulation 14.

7. Review of the revised Green Infrastructure Plan, including Local Green Space allocations, and agree way forward

JB has updated the Green Infrastructure Plan, following feedback from the last meeting. The final document should be completed by 20th October.

Members discussed local apple trees and how to protect the heritage of the Village in the Plan. Recommendations to be provided for suitable policies to be included in the main Plan. The final GI Plan will include a dedication to Cllr Lyndon Davison-Williams who started the Plan in 2013 and sadly passed away in 2021.

ACTION – JB to provide maps to accompany the letters to be sent to all landowners regarding the Local Green Space listings.

8. Review of the revised Design Code and consider any additional feedback

A copy of the revised Design Code was provided to members ahead of the meeting. It was agreed that the area described as 'Norman Road', should be called 'Housing North'.

ACTION – Clerk to update AECOM.

9. Review of the Draft Plan Design section and Policy and consider any amendments

JF has drafted a section of the Plan to reflect the design policy. It was felt that comments should be obtained from all members rather than just those present.

10. Update re Locality Grant Funding

There is £5,735 still available in the Budget to conclude the Plan. The final costs for the Green Infrastructure Plan will be c£600. Consultation costs are largely met by Central Beds Council. It was not felt necessary to apply for further grant funding.

Given the need to raise awareness of the Plan under Regulation 14, it was suggested that the Clerk investigates the cost to purchase 6/8 fleeces for the Volunteers to be worn at community events.

ACTION – Clerk to contact Prestige Design & Workwear Ltd for a quote.

11. Any Other Business

AF confirmed that as the Plan is reaching the final stages, it was important to now get it over the line. It is anticipated that only 2 more meetings will be required to get the Plan to the Regulation 14 stage for January 2024 target date. Members were requested to let the Clerk know when they will not be available and to try and attend the final meetings or at least send apologies and comments if unable to attend.

ACTION – Clerk to send out copies of the latest documents. All members to confirm their availability for future meetings.

12. Date of next meeting

It was agreed to meet again on Monday 6th November 2023 at 7.30pm online via Zoom.

The meeting closed at 9.12pm