



Campton & Chicksands Neighbourhood Plan

CAMPTON AND CHICKSANDS NEIGHBOURHOOD PLAN STEERING GROUP

MINUTES

Date of meeting	Thursday, 10 th May 2018 : 8.00pm
Venue	Campton Village Hall
Attendees	Jackie Willis; Dave Baker; Angela Baker; Alec Hardie; Sue Lamb; John Ayres; John Westgarth; Paul Booton; Deborah Maggs; Siobhan Vincent; Tom Price.

1. Apologies	Sue Hardie
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2. Declarations of Interest	NONE
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3.	Minutes of last meeting (19/04/18) were accepted.
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4. Funding and Project Planning	
Funding	Budget has now been completed and Grant Application submitted by Jackie. 'Locality' did query amount proposed for spending on publicity and surveys, Jackie asked to justify. It was agreed within the Committee that we were dealing with a complex area that required a high level of engagement with residents. Email 'Locality' with justification of proposed costs involved – Jackie Willis
Project Planning update	This has been updated by Alec Hardie since last meeting and can be viewed as a pdf file in DROP-BOX.
External Consultants	Jackie approached Tammy Medley (Clerk to Silsoe Parish Council) about their use of external Consultants; only the Greensand Trust were used for Green Infrastructure Plan. Helen Flack (Chair of Silsoe Parish Council) has offered to come to some of our meetings to offer advice etc. Set up a meeting to discuss with Helen Flack – Jackie Willis BRCC could help with Housing Needs Survey, but not enough Grant money available to cover the cost of this. If this is needed, then this could be achieved within the Working Groups. What information is needed to achieve this – Paul Booton

5. Reports from Work Groups	The Chairman of each Work Group gave an update since last meeting.
Environment & Green Space	New member to group – Jane (from Chicksands). Sue and John have taken photographs of local green spaces, to use on maps with a short description. Looking to work with three maps; Green Spaces, Footpaths & Local Views. Meeting with Campton Lower School to discuss engaging the children with the use of Worksheets, Competitions etc. Do any of the other Work Group wish to be included in this? Alec has offered help with this – Sue Lamb
Transport	New member to group – Maryika Wilding. The group has written down ideas for Vision Statement & Objectives. Suggested having an 'Ideas' section within DROP-BOX for other Groups to list ideas that arise that may impact other Working Groups. Discussion document previously prepared for PC on footpath options along Rectory Road; to be forwarded to Alec – Dave Baker
Community Infrastructure	Two new members to group – Sue (from Chicksands) & Deborah Maggs. Trying to separate into five areas; Village Hall, School, Church etc. how these places are used, now and in the future. Talk to groups currently using the Village Hall for clubs etc. – John Westgarth
Local Heritage	Haven't met yet this month, no progress to report.
Residential	Two new members to group. Leaflet drop made to residents at Chicksands. Generally dividing Parish into three groups; Campton, Chicksands & JFC. Contact was made with local Planning Officer – Nothing came out of it. Alec asked if a Contingency Plan should be thought about, in the event of JFC closing and the land potentially being sold within the timescale of the Local Plan.
Business & Employment	Gathering information on local businesses. Apparently Hanlon's have an Environmental Policy in place already.

6. Matters for CBC; Questions asked to Siobhan and Tom	What is working relationship with CBC? Nothing formal – they are there only to offer support, guidance and advice. What is the role of the NP Officer (Tom Price)? There to support, offer help with mapping work, guidance in meeting legal requirements. Main point of contact to liaise with Planning Officers at CBC or to find relevant contact needed to achieve solution to any queries. Contact email: Tom.Price@centralbedfordshire.gov.uk Would a SEA be needed? A Strategic Environmental Assessment deals with the impact on the wider environment. CBC could do this on our behalf and a Scoping Report would be sent to Natural England, English Heritage and the Environmental Agency. Call for Sites within Parish? Felt there was no need for a 'Call for Sites' on smaller areas to be done.
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7. On-going Tasks	
Monthly Report to PC	Jackie Willis
Updates to Website & Facebook	Jackie Willis
Updates to Newsletter	Jackie Willis; Dave Baker; Angela Baker
Monthly Meeting dates	Jackie set up 'Doodle Poll' to ascertain availability of Committee Members, so that a list of meeting dates can be put together, up to March 2019. This list will be distributed when compiled – Jackie Willis
DROP-BOX Account	COMPLETED - This has been set up and open to everyone and is being used by the Working Groups to share information and photographs.
Vision & Objectives	Each Working Group Chairman to produce a 'Vision & Objectives' Statement for each of their groups. Paul Booton; Sue Lamb & John Ayres; Dave Baker; Alec Hardie; John Westgarth; Jackie Willis.

8. A.O.B.	
Engaging Chicksands & JFC base	Jim Turner has made contact with the Garrison Sergeant Major at JFC. He is the point of contact at the moment, as the post of Liaison Officer is currently vacant. Paul did contact Malcolm Coan (Chicksands resident and past Parish Councillor), but to date has had no response back. Jackie posted on the Campton & Chicksands fb page, to try to recruit additional Working Group members. Four responses were received; two of which showed interest, but have not got back again. The other two (Sue & Jane) have joined the Working Groups. Sue is also a member of the Chicksands Residents Association and has been able to give a lot of information about living in Chicksands; eg. Council Tax, Maintenance Rent, Green Spaces, Communal Areas etc. Ownership of Communal Areas (Gifted to Chicksands residents); make Parish Council aware of this – Jackie Willis Any paperwork on how these Communal Areas can be used – John Westgarth Alec Hardie will speak to friend who lives in Chicksands, for any information regarding 'Gifted Land' Reinvestigate Chicksands, regarding Planning applications etc. – Paul Booton
Character Assessment	Access to Ordnance Survey Maps was looked into by Dave. Parish Council already have a Public Sector Mapping Agreement, but not updated since 2012. Awaiting confirmation of resetting of contact details – Dave Baker Ideas regarding the Character Assessment would be discussed at the next Steering Group meeting.
Interim Meeting	It was felt that an interim meeting was needed to primarily discuss Community Engagement. It was hoped that Helen Flack would be able to attend.
NP Facebook Page	It was suggested that the Neighbourhood Plan should have its own fb page.

Date and time of next meeting: Wednesday, 30th May 2018

Campton Village Hall at 7.30pm