



Campton & Chicksands Neighbourhood Plan

CAMPTON AND CHICKSANDS NEIGHBOURHOOD PLAN STEERING GROUP MINUTES

Date of meeting	Wednesday, 19 th December 2018 : 7.30pm
Venue	Campton Village Hall
Attendees	Jackie Willis; Dave Baker; Angela Baker; John Ayres; Paul Booton; Sue Lamb; Alec Hardie; Sue Hardie; Deborah Maggs (Community Infrastructure).

1. Apologies	John Westgarth
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2. Declarations of Interest	Sue Lamb declared an interest as owner of the small paddock adjacent to Camptonbury Farm, put forward for assessment for Local Green Space.
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3.	Minutes of last meeting (26/11/18) were accepted.
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4. Matters arising from the Minutes	
Survey Analysis	Jackie has passed on a usb memory stick to Caroline Greet (via Jim Turner, her son-in-law) containing the Survey Analysis data.
Volunteer List	Jackie and Tammy Medley met with Steve Halton at CBC to discuss what cover was needed for volunteers working around the Parish; general maintenance, litter picking etc. He said he was delighted that volunteers had come forward, but unfortunately their budget had been slashed and suggested the forming of a 'Friends of Campton & Chicksands Group'. He would be willing to make a presentation to interested parties, outlining what would be involved. Workers would be covered by the Council's Insurance; they could provide some basic equipment, eg. hand held litter pickers, hi-vis jackets etc., but for larger equipment, if needed, we would have to find funding for, eg. through grants etc. He suggested initially starting with a community work party possibly in Campton Plantation removing the Himalayan Balsam from the edges of the river. A good project to help bring together both Campton & Chicksands residents.
Progress Banner	Dave passed around a draft copy of the proposed 'Progress' banner for all to look at. It is suggested that this will be 3.6m (length) x 0.76m (deep) and some sticky red arrows will be purchased for indicating the stage currently at. It is intended to order 2No. banners, one for Campton (possibly on School fence) and the other for Chicksands Private (possibly on roundabout). Current NP banners will stay in place.

5. Budget Report	Sue gave out a copy of the Budget Report as of 18/12/18. The Greensand Trust has now issued their first Invoice. Sue will email Tammy Medley for a copy of this for her records. Potential future expenses were discussed, as all monies MUST be spent by the end of March 2019; not just allocated. These include Village Hall hire charges, Survey Booklet and extra publicity etc. Approx. £200 has been allocated for the new banners. Any expenditure after the end of March 2019 will be put to the Parish Council to cover. At each monthly meeting a breakdown of the previous month spending will be given – Sue Hardie
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6. Project Plan Update	Alec went through the Project Plan, ticking off what had been completed. At the moment the Draft NP is scheduled to come out in May 2019 with the preview of the Visions & Policies in February 2019, ready for public consultation on 9/2/19. A pdf file of the updated version of the Project Plan is on DROP-BOX.
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7. Local Green Spaces	Sue and John have revisited the areas of interest discussed with Jon Balaam of the Greensand Trust. Areas in the Parish going forward for Stage 2 assessment will include The Glebe - still undecided whether to push to include it all (up to the A507), or to just focus on the central area adjoining Rectory Road and Greenway. It was suggested that we need to take the guidance of the Greensand Trust and recommendations within their Report. Other areas to be considered for initial assessment as Local Green Space to include, Community space at Chicksands Private, Campton village flower beds, allotments, grass verge and hedge along Greenway, small Cherry orchard on the other side of river in Campton Plantation. Consider all areas no matter how small. It was suggested that land owners relating to areas put forward to be assessed should be notified of intent, but it was agreed to wait until potential areas of land had passed the initial criteria required first. <i>Update since meeting – Sue Lamb has contacted Jon Balaam who confirmed that he is adding the additional proposed green spaces to the Stage 2 survey.</i>
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8. Reports from Work Groups	The Chairman of each Work Group gave an update since last meeting.
Progress with Vision Statement, Draft Policy & Plan	Jackie passed out copies of a summary of 'Visions' for each group and as a whole. It was discussed whether to have just an overall Vision Statement, or for each Working Group to have their own as well. The overall consensus was to have an overall Vision Statement, but for each group to have their own more detailed statement working towards their own objectives and policies. These Visions must reflect the evidence already gained for these. High Value Policies – more specific, highlighted. Move towards draft Policies ready for 9th February 2019 Consultation Event. Jackie will put on DROP-BOX the Business & Employment Statement so far, as an example of a set out format:- Issues, background information, preamble to policy, Policies and evidence to support.

Environment & Green Space	Four of the volunteers who expressed interest attended the meeting at the Village Hall; they were shown what has happened so far and were all happy with no objections voiced. A general consensus was expressed on the protection of the Glebe. John and Sue have met with the Rights of Way Officer at CBC to discuss the problems of walking along the A507 path and other footpaths around the area of land adjacent Sandy Smith Nature Reserve. They walked the whole route and passed out copies of three options to open up footpaths to allow easier access to current footpaths and the Sandy Smith Nature Reserve. Option 1 – Bridleway parallel to the A507 (this would be of high cost and difficulty over land ownership). Option 2 – Bridge over the River Flit (this would allow access to footpaths to Clophill, Chicksands Wood and the Sandy Smith Nature Reserve. Option 3 – Permissive path following the line of the estate fence, this would create a potential circular route. Group now has Draft Policies, these are on DROP-BOX as well as their Non-Policy Actions. Still waiting on Tim Bishop to do a Tree Survey on the Glebe.
Transport	Working on proposals, actions and policies. Concerns have been raised from members of the groups relating to safety issues within the community, ie. Crime prevention, safe guarding the community – Where does this come into NP? It was suggested that this could be covered under Non-Policy Actions within the Community Infrastructure Group. Also raised was the possibility of all members of all the groups getting together to offer feedback to each other and discuss where groups are overlapping on Policy issues. It was agreed that this would be held at the next Steering Group allocated meeting date, 23rd January 2019.
Community Infrastructure	Deborah Maggs standing in for John Westgarth. Thanks were given to Jackie who has been helping support the group during John's absence. As a result they feel they are much further forward. It was felt important to work with the Heritage Group to include potential ACV's around the Parish, ie. Village Hall, The White Hart etc. Both Groups to include these within their Statements, to strengthen the impact – covering their history, but also their use to the community now. Paul suggested that thought should be put into where potential future 'Play Areas' should be sited within any new developments.
Local Heritage	Two policies are now close to completion from a Groups perspective. Draft copy of these is on DROP-BOX. The draft considers the option for an ACV on the Glebe Barns. Looking into Campton Village becoming a Conservation Area. Dave handed out an updated version of the original 1985 Council map so far, showing Listed Buildings, important trees, hedges, walls, views etc. of Campton. Hoping this will give some context to a Conservation Area request. Dave to include ACV proposals from the Community Infrastructure and Business & Employment Groups in the Local Heritage Section.

Residential	Paul gave out copies of:- Draft Housing Policies for all to look at, feedback welcome. Housing Needs Survey almost completed, still waiting on a couple of pieces of information from the Council – Tom Price chasing on Paul’s behalf. Design Statement – Would like all members to look at this to pick up any contradictions and basically to make sure it all makes sense. All documents will be on DROP-BOX for everyone to look at. Expressed the importance of everything being backed up with consultation evidence and photographs to get the points across. Publications that need to be adhered to include: CBC Design Policy; Homes 12.
Business & Employment	Draft Policies to ensure the village doesn’t ‘lose its purpose’; the provision of broadband (this will crossover with the Housing Group). Policy of development of small businesses would be supported in regard to the conversion of existing buildings, on the condition of it having no impact on the area and complying with the Design Statement.

9. 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	A list of Meeting Dates has now been distributed to all, up to and including March 2019.
DROP-BOX Account	Set up and open to everyone; is being used by the Working Groups to share information.
Draft Policies	All Work Groups working towards having these ready for Consultation Event on 9th February 2019.

10. February Consultation	
	Campton Village Hall has been booked for Saturday, 9th February 2019 and also the Friday evening before, to hold the Consultation Event. Residents will be invited to attend to discuss the Draft Policies put forward to be included within the NP. This event will run from 10am-4pm on the day and set-up will be the night before, 6pm onwards. Jon Balaam from the Greensand Trust will also be attending. A leaflet will need to be designed, produced & delivered to all residents of the Parish to invite them to this event. To try to engage the School Children at this event, Sue suggested a ‘Mini Map Workshop’, this is run by the Greensand Trust (Erika). Jackie will look into this and the cost involved. Jackie will ask Tom Price (CBC) if we can borrow the display boards again. Jackie is preparing a draft template for the NP and the Consultation document.

	<i>Update since meeting – Jackie contacted Jon Balaam regarding the Mini Mapping exercise and he has confirmed that Erika will be in touch in the New Year to provide a quote.</i>
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Date and time of next meeting: Wednesday, 23rd January 2019
Campton Village Hall at 7.30pm