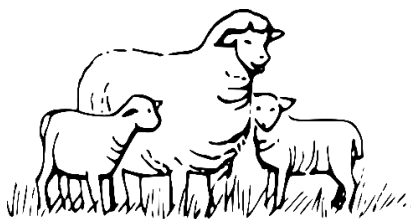


Campton & Chicksands Neighbourhood Plan



CAMPTON AND CHICKSANDS NEIGHBOURHOOD PLAN STEERING GROUP MINUTES

Date of meeting	Wednesday 10 th July 2019, 7:45pm
Venue	Campton Village Hall
Attendees	Dave Baker, Alec Hardie, Jackie Willis, Angela Baker, John Ayres, Sue Lamb.

1. Apologies	Sue Hardie
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2. Declarations of Interest	Dave Baker; garden adjacent & overlooks The Glebe (recommended LGS) Sue Lamb; owner of paddock adjacent Camptonbury Farm (recommended LGS)
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3.	Minutes of last meeting (22/05/19) were accepted.
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4. Matters arising from the minutes	
Draft Plan Front Cover Artwork	Jackie has spoken to Karen Mangold (local artist) with regards designing the front cover of the Draft Plan. Karen is very happy to do this and will go through the pictures she has but is also happy to produce some new bespoke designs if necessary. Karen will bet back to the Steering Group with some ideas in due course.
Stages of Plan – Health Check	Dave has been in contact with Locality regarding the cost of a Health Check on the Draft Plan. Their response was not particularly helpful. There seemed some confusion between the difference of a Design Statement and a Design Code document. Producing a Design Code document would seem to indicate that we would be eligible for a free Health Check. If we had to pay, then it could cost up to £1200. It was suggested that when the Draft Plan is nearing its completion, Tom Price would be consulted to see if he thought we would qualify for exemption of fee. Helen Flack from the Silsoe Steering Group has offered to look through the Draft Plan, if it would prove useful.
Stages of Plan – Tom Price	Dave has emailed out to all Steering Group members, the details of the Plan Stages as provided by Tom Price at their last meeting.

5. Update on GI Plan & Greensand Trust presentation to the Parish Council	Jon Balaam from the Greensand Trust gave a condensed summary presentation of the final GI Plan at the July Parish Council meeting. He had only just received the results of the Health Check done on the Silsoe Plan, which gave important steers that could be implemented to improve our GI Plan. Jon would get back on these issues as soon as he had a chance to look at properly. He didn't anticipate big changes to the GI Plan, rather tweaks. He would also continue to be involved following future consultations and external examiner reports, in order to carry out any amendments that may be required. It was felt that the Parish Council would support and adopt the GI Plan. ACTION: Dave will contact Tom Price shortly to share a copy of the GI Plan with him and to ascertain help in identifying landowners with regards to designated Local Green Spaces. ACTION: All Working Groups to look at the final GI Plan, which is on DROP-BOX, to identify any final amendments they feel may be required.
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6. Update on Write-up Progress	
a) Draft Plan	Progress has been slow, but now have about seventy pages. Work has been done on formatting to make all documents look the same. Some information may have to be moved around slightly, as some section inconsistencies have become apparent.
b) Basic Condition Statement, Consultation Statement etc.	Jackie now has most of the information that will underpin the Consultation Statement. This will consist of a set of documents, including evidence in Appendices supporting the main text in the Draft Plan. Good progress has been made on the Basic Condition Statement. Each document will have the same look and feel throughout. When most of the Draft Plan is put together, it will be put to all group members to review and comment on. Probably looking at October 2019 to be ready for 6-week consultation (Regulation 14), with a view to getting the Plan to CBC early in the New Year.

7. Finance & Grant	There have been no out-goings since the last meeting. Discussion about whether reallocation of Grant funds should be considered; maybe to use the money for payment of the Health Check if needed.
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8. Project Plan	There have been no Working Group meetings since the last meeting in May. Progress on Draft Plan is slightly behind original schedule. Will move Reg 14 deadline along to October and when the Draft Plan is nearing completion, will look at timeline again for consultations etc. Updated Project Plan will be on DROP-BOX
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9. Regulation 14 Consultation	Timing of Regulation 14 Consultation was discussed; October was thought to be a likely and feasible start date. Consultation would be a 6-week period with feedback review and updates as required to the Plan afterwards, then looking to pass onto CBC early in the New Year. Notification to landowners of designated Local Green Spaces needs to go out 3-4 weeks before Reg 14 Consultation begins, giving them a chance to respond and attend the Consultation Meetings.
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10. A.O.B.	
Naming to be used for Chicksands	Discussion on a consistency with the naming of Chicksands. It was believed that Jane & Sue from the Chicksands Residents Committee preferred it to be known as 'Chicksands Private'. 'Chicksands Private Estate' and 'Chicksands Residential' have also been used. It was thought that the base would be known as 'JFC Chicksands Base' ACTION: Dave will talk to Paul Booton about the above and also check with Jane. Will try to come to an agreement so that this will appear the same throughout the whole Draft Plan.
Survey Monkey	Survey Monkey registration expires at the end of this month (July), so any analysis still required needs to be done before this time. All the data will still be available to access. ACTION: Dave will send out a reminder of the above to all Group members.
Liaison with other Parishes	Sue asked about the possibility and usefulness of liaising with adjoining Parishes, mainly Shefford, on some issues that are covered in our Draft Plan. Could also be advantageous to show evidence that Parishes are working together. Could this be put on the Agenda of the Shefford Town Council's next meeting? Apparently Shefford already have a GI Plan, but this needs updating in the early stages of their Neighbourhood Plan. ACTION: Dave to find out who is working on the Shefford Neighbourhood Plan/GI Plan and will contact them.

Date and time of next meeting: Wednesday, 28th August 2019

Campton Village Hall at 7:30pm