



STEERING GROUP MEETING/OPEN FORUM

Meeting Minutes - 29th May 2019 Draft v2

Held in The George Inn, Upstairs Meeting Room, Maulden 8pm

Attendance:

NHP Group

Simon Barnes Chairman
Russell Aston Vice-Chairman
Alan Plom
Roger Ball
Paul Lee

Others

Phil Jackson
Alistair Borland
Martin Wright
Cath Benneyworth
Leslee Reynolds
Mark Smith - CBC Councillor

1. Welcome

SB thanked everyone for attending.

2. AGM Formalities

Minutes from 2018 were reviewed and agreed.

SB reviewed his year - written report held on file.

Health and Safety Policy agreed/approved.

No change to the officers - Chairman - Simon Barnes, Vice Chairman and Secretary - Russell Aston, Treasurer - Sarah Michael.

3. Previous Meeting 14th May

The minutes were agreed.

4. Funding

SB advised that there had been a query with the figures submitted which related to the need for a specialist review at the Regulation 14 stage. Amended figures were submitted and we are still waiting to hear back.

5. Questionnaire

This was still on hold pending the funding being agreed.

6. Housing Needs Assessment (HNA)

This hadn't been taken forward as the focus was on the questionnaire but will be now. It was pointed out that timing wise there would have been a reasonable gap between the questionnaire and HNA but with the questionnaire delay they may now be quite close together.

7. Website

RB was taking this forward, minutes had been uploaded and other wording would be updated. All to send suggested amended wording through to RB. - **Action**

8. NHP Drafting

- Discussions on how best to do this. Agreed that SB, RA and PL to produce a skeleton based on the existing draft and Silsoe's completed NHP. **Action**

- Sections then to be allocated.
- 'Environment' allocated to RB who would use the agreed GIP for much of the content. **Action**
- Photos would be required. SB pointed out that David Bailey would be a good source. SB to make contact. **Action**
- A lot of work and consultation has been done over the last two years. This needs collating into a 'body of evidence' so it can be used in the NHP as it will be necessary for the reviews. AP to pull together. **Action**
- CBC design guidelines to be obtained and then reviewed to see if they are 'acceptable'. NHP then either to suggest amendments (challenge) or accept them. PJ to obtain from CBC. **Action**
- The business parks mentioned. To date there has been little engagement but not through lack of trying. This needs to be considered as the NHP will need to make reference to them.

Comments from previous meeting (kept as

- *Lift and shift comments from GIP into the NHP*
- *Start the local engagement – need to list out who needs to be contacted and start the work.*
- *Stats and data to be included to support cases*
- *Tone to be no development*
- *All ok using the Wrestlingworth, Caddington and Silsoe as guide – they all looked similar. Combine with the existing draft created by Sarah.*
- *Need to investigate how to get good maps – RA recalled some emails and would take forward*

9. Meetings

Next meeting 26th June.

Outstanding Actions

| Date | Action | Who | Update |
|-------------|--|-------------|---|
| 18 & 27 Feb | Activity to remind villagers to complete the questionnaire during the one month window. RB had boards. MW offered to produce a parish magazine article. Local groups to be contacted | RB., MW | Not yet due |
| 18 Feb | Grant application to be completed | SM | Done – awaiting confirmation |
| 18 Feb | MPC Land / NHP Group Letter to MPC March 2016 Letter re change in focus to be drafted and sent from the Chairman | SB | Comments made 27 Feb to be considered |
| 18 Feb | GIP & NHP Drafting -There are some policies available from 'Locality' that could be used as examples and prompts. SM to obtain and circulate. | SM | |
| 27 Feb | Questionnaire - To be taken forward with BRCC | RA | 27/3, 14 th & 29 th May - ongoing |
| 27 Feb | Housing Needs Survey / Assessment – Options to be obtained from BRCC. RA to speak with BRCC. | RA | 14 th & 29 th May – not done yet |
| 14 May | Investigate getting maps for NHP | RA | |
| 29 May | Website - All to send suggested amended wording through to RB | All | |
| 29 May | Skeleton NHP | SB, RA & PL | |
| 29 May | Environment section | RB | |
| 29 May | Photos - Put David Bailey on notice | SB | |
| 29 May | 'Body of evidence' to be collated | AP | |
| 29 May | CBC design guidelines to be obtained | PJ | |
| 29 May | Next meeting - arrange booking - Wednesday 26 th June | RA | |