

Notes from meeting held on 15 June 2016

Apologies from Ann and Jamie. Welcome back to Lance.

1 Actions from previous meeting (below)

Flyer and Issues and Options report were printed and delivered around the village. However we had to issue a correction sheet afterwards.

BPHA site visits to Shepreth and Fowlmere will take place once a date has been agreed with Leslie. 4 or 5 people to attend. **JE to forward to Leslie Clarke proposed dates of 13/7, 26/7 or 27/7.**

Our remaining NDP budget of £8,900 has been approved. This must pay for TR and Woods Hardwick involvement. We must complete our NDP by end of November 2016.

2 JE has received a progress report from Woods Hardwick (Samantha Boyd) and we await her draft site assessment and a schedule.

3 We agreed to run 3 drop-in sessions during July to assist the villagers in understanding the Issues and Options report and help them to complete the questionnaire if necessary. TR, DB, JE and AG will attend. The dates will be part of the village hall tea room sessions at 3-5pm on; 5/7, 12/7, and 19/7. **AG to confirm these are okay and please advertise same.**

4 We agreed that the village consultation event will be held on 14/9 at 7-9pm. **AG to confirm this is okay re the village hall.**

Next meeting 19th July after the drop-in session at the village hall, starting around 5.15pm.

Notes from a NDP meeting held on 12/5/16

Apologies from Lance (we wish him well).

1. All actions below were carried out. We have been awarded the additional budget of £8,900 subject to a due diligence form being completed by Alison Southern, which is in hand. The budget comes with a time limit of 6 months, therefore we must complete our NDP by end of November this year.
2. All were happy with the redrafted Issues and Options report (now includes the site analysis), apart from DB who has not had a chance to review. **DB will confirm by the weekend.** Thanks to TR for this excellent document.
3. Very useful BPHA documents have been circulated. **JE to arrange a visit to a BPHA site in June.** Other possible development partners are The Housing Trust and Bob Goss a commercial developer. We can engage with them in forthcoming months.
 - a. It was agreed that we will produce a flyer to inform the villagers of the forthcoming Issues and Options report, which includes a questionnaire. It will also inform them of the a consultation evening with the residents to be held in September. **AFF to draw up draft flyer this weekend and distribute for comments.** The flyer will be delivered next week. We will then deliver the Issues and Options report around the village the following week and ask the villagers to respond within 2 months. **AG to arrange printing of the flyer and report and ALL will assist with delivering.**
 - b. We need the full electoral roll for Bletsoe as we should only deliver to those on the roll. **AG to arrange.**
 - c. The final version of the Issues and Options report will be forwarded to Russell Gray so they can start their work on the planning policies and procedures. **TR will forward the report and JE will confirm budget and timescales with them, including review points.**

Next meeting Wednesday 15th June at 6pm, to be held at AFF's house.

Notes from a NDP meeting held on 29/3/16

Apologies received from AG and JH.

1. Actions from last meeting (below):
 - a JE and AFF attended a meeting with Russell Gray from Woods Hardwick. Russell has forwarded an indicative quote for planning work needed to complete the NDP (as per the list in previous meeting notes below). The figure is unrealistically high at £9K to £12.5K. We will negotiate this downwards to an acceptable fixed price as he wishes to use us as a guinea pig for further NDP work, once we know what budget we have remaining.
 - b DB has forwarded his comments on the Issues/Options report. **TR to consider these when he re-drafts the report.**
- 2 The pros and cons for each potential call for sites location was discussed. **TR to include these in his re-drafted report and circulate for approval.**
- 3 JE has requested that TR draw up the necessary documentation for further funding from BBC to complete our NDP. **TR to do this in conjunction with Alison Southern (Parish Clerk).**
- 4 **AFF to contact Russell Gray and arrange the next meeting in around 2 weeks time (N.B. Trevor we need to understand what budget we will receive before we engage with him).** JE and TR to also attend.
- 5 Next meeting to be held on 12/5/16 at AFF's house, starting at 6.30pm.

7 January 2015

Here are the main points from our meeting yesterday.

1. £3K outstanding from initial £6K budget at present.
2. Funding report - TR will redo his version to meet BBC format requirement. We need to have this agreed and returned to BBC by end of January. **Action TR.**
3. Questionnaires - Ann to request that Alison Southern create a spreadsheet within 1 week to capture returned questionnaires. Any general comments should be listed as per the feedback captured from launch meeting with villagers. **Action AG.**
4. BRCC housing needs survey - TR has already engaged with them and a further meeting arranged for next week. We are looking for a March date to finalise this input. **Action TR.**
5. All to review the Issues and Options report forwarded by TR. We need this in conjunction with agreed housing numbers and location. **Action ALL - target date is March**
6. Target date for final plan is still August 2015. BBC Planners referendum is due mid 2016.

Next meeting to be held at Alison's house on 21/1/15 at 6pm. Agenda is to discuss questionnaire feedback and agree housing number and location.

Notes from a NDP meeting held on 2/3/16 at 6pm

All present apart from Jamie.

1. Actions from previous meeting:
 - a. AFF contacted Woods Hardwick and a meeting has been arranged for Wednesday 9/3/16 at 2pm. **JE and AFF to attend.**
 - b. Alison Southern has confirmed with the Land Registry that Bletsoe PC has full ownership of the Old Parish Field and there are no trusts involved.
 - c. Leslie Clarke from BPHA will attend the PC meeting on 7th March. Leslie Clarke has provided further information regarding the ownership of Captain's Close garages and roadway to AG and she will circulate.
 - d. TR has issued the latest Issues/Options report. Gareth Draper (BBC Planning) advised that we should invite villagers as normal to the open evening to review our findings i.e. using leaflets and posters.

2. DB has comments regarding certain wording in Issues/Options report and he will circulate these to everyone. **DB to forward.** It was agreed that we need to show Pros and Cons against each site put forward for development. We then need to show our preferences and indicate why. All to list out each site from the site map in the report and show their pros and cons. These will be discussed at the next meeting and we will agree what to include in the Issues/Options report. **ALL.**

3. We need the planner's input before we put the Issues/Options report to the village. **JE and AFF to discuss with the planner next week.**
We still need to action and provide the following:
 - Appraise sites
 - Development policies
 - Proposals map
 - Basic condition statement
 - Consultation statement
 - Draft NDP
 - Consult with village (we do this)
 - Final NDP sent to BBC Planners