

## Riseley Neighbourhood Plan Group

Meeting held on 14<sup>th</sup> August 2019 at 8.00pm in Riseley Village Hall

Present: Claire Caparco, Mark Chamberlain, Alison Chamberlain, Andrew Clifton, Robert Frear

		<b>Action</b>
<b>Apologies</b>	Alan Capper, Andrew Gell, April and Andrew Prigmore, Graham Sollars, Caroline Bradbury, Kitty Towler, Martyn Wady Non-Attendance: Sophie Greco, Reg Towler	
<b>Minutes 10 / 7 / 19</b>	The minutes were circulated prior to the meeting and agreed in the meeting as correct. Proposed by Robert, seconded Claire.	
<b>Matters arising</b>	All matters arising are included in the minutes.	
<b>Grant Application</b>	The grant has been received by the Parish Council	
<b>Housing Needs Survey</b>	The report was received at the start of the week and had been circulated to members of the group. In compiling the report Bedfordshire Rural Communities Charity have used a range of data sources and the survey distributed in late June. There was a 30% response to this survey. Recommendations for both affordable housing and market housing are made in the conclusion. It was noted that there appear to be some numerical errors in the table of data that need to be checked and Appendix A (the survey form) is missing. It was highlighted that this report is the property of Riseley Parish Council and at this stage it is confidential. It was agreed that the Village Show on 14 <sup>th</sup> September will be a good opportunity to share the outcomes of the survey with the community. As this is before the next meeting of the Parish Council, with the consent of the Chairman of the Parish Council the clerk will circulate it to all councillors as soon as possible.	<b>Mark to contact BRCC</b>  <b>Mark to forward to the clerk and liaise with the Chair</b>
<b>Site Suitability Assessments</b>	Feedback from the working group: a trial of the criteria was undertaken on 4 sites picked from those that have been put forward in the call for sites. The group used the agreed set of criteria to assess each site and provide a RAG rating. They found that this procedure did discriminate between the suitability for development of the sites. A couple of the criteria will need minor adjustments. Sally Chapman is to be involved with the next stage of this work to validate the criteria, if possible, at the end of September.	<b>Mark to set up a meeting of this working group with Sally</b>
<b>Project Plan updates</b>	Andrew C to send a plan to Alan	<b>Andrew C</b>
<b>Transport Survey</b>	This survey is live via Facebook. Next steps are to make it available through the Riseley website: send to Jane Presland to enable this. Publicise in the next village newsletter (deadline 23 <sup>rd</sup> August). Suggested to provide hard copies of the survey that can be available in the shop and on the RNP stand at the Village Show (14/9/19)	<b>Claire Martyn</b>
<b>Doctor's surgeries</b>	Contact the 3 surgeries to find out about their current planning for developments.	<b>Claire</b>
<b>History and Transport</b>	Mark has read a draft prepared by Andrew G	<b>Andrew G</b>
<b>Parish Council website</b>	The new site is up and running. It will be finished in due time. RNP needs to submit a page for inclusion on this site. Discussion about the ease of distinguishing the new site from the previous one especially when the former site is bookmarked by users.	<b>Andrew C</b>

<b>Draft Vision and objectives</b>	No progress. Comments have been received and will be worked in.	<b>Mark</b>
<b>Publicity</b>	<ul style="list-style-type: none"> <li>• Facebook</li> <li>• Village newsletter next deadline 23<sup>rd</sup> August -article to include transport survey. Outcomes of the Housing Needs survey will not be available for publication in this edition.</li> <li>• Village Show. Stand to raise awareness of the development of the RNP. To publicise the transport survey and encourage the completion of this at the show. To provide feedback from the housing needs survey subject to confirmation from the Parish Council that it will be acceptable to do this. Mark to supply a gazebo. Claire has arranged to borrow a board from the school and will collect this. Andrew C can provide additional display boards Mark to prepare a 'crib sheet' Volunteers to man the stand: Mark and Alison - more needed Andrew C gave apologies he will not be available. Group members to let Mark know if and when they will be able to help with this stand on Saturday 14<sup>th</sup> September</li> </ul>	<b>Mark, Martyn</b>  <b>Mark, Claire Andrew C</b>  <b>ALL</b>
<b>AOB</b>	None	
<b>Next meeting</b>	The next meeting will be on Wednesday 11th September @ 8.00pm in the Village Hall	
<b>Future Meetings</b>	All 2019 meetings on the second Wednesday in the month at 8.00pm in the Village Hall lounge: 11 <sup>th</sup> September 9 <sup>th</sup> October 13 <sup>th</sup> November 11 <sup>th</sup> December	

Signed:

*M. Chamberlain.*

Print name: M. Chamberlain

Date: 9<sup>th</sup> October 2019