



WOOTTON PARISH COUNCIL

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Minutes of the Neighbourhood Plan Meeting held on Wednesday 9th April 2014 at 8pm in the Memorial Hall, Bedford Road, Wootton.

Present	Cllrs Bygraves, Dillistone, Doggrell, Groves, Lloyd, Price, Quirk and Wheeler. In Attendance: Sue Playford (Clerk), and two members of the public, Charlotte Davies and Carol Wallman.		
Absent	Cllrs Cruse and Prescod.		
Agenda no	Agenda item title	Resolution	Action
Welcome	Welcome and Introduction.	A brief round-the-table introduction was made by all present.	
NP14/01	Election of Chairman.	One nomination was received for Cllr Doggrell. Proposed: Cllr Lloyd Seconded: Cllr Wheeler. Resolved by all present.	
NP14/02	Apologies for absence. Cllrs Bennett, Chalmers, Hall and Wallace and Karen Jones.		
NP14/03	Disclosure of local and/or disclosable pecuniary interests.	None.	
NP14/04	What is a Neighbourhood Plan, and why is it needed.	Cllr Lloyd gave an overview behind the concept of a Neighbourhood Plan (NP), and explained it would enable the community to consider such items believed to be missing from the village. Cllr Dillistone added the intention was to draw people in (in addition to Parish Council members) in order to obtain a variety of contributions throughout the community. Cllr Price added its primary purpose was to identify land and buildings for development within the village. Charlotte and Carol were given a bit of background in terms of s106 funding (Developer contributions) now replaced by the Community Infrastructure Levy (CIL).	
NP14/05	Appointment of Steering Group members.	The following were appointed as members of the Steering Group: Charlotte Davies, Carol Wallman, Cllrs Bennett, Bygraves, Doggrell, Groves	

		and Lloyd, and the Clerk. Others may wish to join at a future stage.	
NP14/06	Agree terms of reference for the Steering Group, to include a working agreement with Wootton Parish Council.	For the purpose of this meeting it was agreed the Steering Group would report after each meeting to the Full Council of Wootton Parish Council, and so meetings would be held two weeks ahead of Full Council, and a 7pm start was agreed.	
NP14/07	Determine the Neighbourhood Area.	In order to ensure an integrated approach, it was agreed the whole of Wootton be designated as a Neighbourhood Area.	Cllr Lloyd to provide an area map.
NP14/08	Determine initial thoughts on facilities needed within the Parish.	Cllr Lloyd recommended using ages, infrastructure, leisure and green spaces as main headers to determine what was needed in the village. Charlotte asked if information on village demographics was available and the Clerk said she would email several useful links to everyone, directing them to the Borough Council's website. Charlotte was concerned about a 'two village' feel between the older housing and new development on Fields Road. In terms of known (or future) shortages in the village, the following were initially identified: Pre-school provision; Breakfast and After School clubs – to accommodate working parents; Cemetery space; Dentist; Parking; Shopping; Adult play equipment – with an emphasis on a wider variety, such as hockey; Activities for all age ranges, affiliated to schools perhaps, as opposed to churches or guiding/scout groups. Carol mentioned evening classes held at nearby upper schools, which provided practical activities for the older population. She added too often the focus for older residents was in providing passive activities. It was suggested the steering group have a stall at the upcoming Fun Day on 5th July. Cllr Doggrell then agreed to draft a list of 10 initial areas to focus on – schools, green space, activities, et al, which he would circulate and request input to.	Cllr Doggrell to draft and circulate.
NP14/09	Determine date of next meeting.	The next meeting would be determined via email.	

Meeting closed at 9pm.

Chairman.....

Date.....