

Riseley Neighbourhood Plan Group

Meeting held on 8th July 2020 at 8.00pm via Zoom

Present: Mark Chamberlain, Alan Capper, Caroline Bradbury, Andrew Gell, Robert Frear, Martyn Wady, Alison Chamberlain

		Action
Apologies	Claire Caparco Non Attendance: Andrew Clifton, April Prigmore, Andrew Prigmore	
Minutes 10/6/20	The minutes were circulated prior to the meeting and agreed in the meeting as correct	
Matters arising	Sonia Gallaher from Bedford Borough Council has confirmed that although a face to face consultation is unlikely to be possible by October 2020, alternative means of consultation with the community may be used	
Grant Funding	Alan confirmed that the grant of £7352 has been received. Receipts or invoices will be needed for all expenditure.	
Work with AECOM	Alan, Andrew G and Mark had a virtual meeting with AECOM. Following this, information was sent to AECOM for the start of their work. They have reviewed this and responded. They now require maps, photos and other information. Mark, Alan and Andrew G will begin to compile the information which they have requested by 24 th July. The email from AECOM will be circulated to all the group. If members have any relevant evidence they will send it to Mark asap. Mark will ask AECOM for clarification about some evidence needed and whether links to documents will suffice.	Mark Alan, Andrew G Mark All Mark
Call for Sites	The group had agreed previously that a further call for development sites should be made. A flyer for distribution had been agreed. Quotes for preparation of this were obtained from Just Digital and Paul Brown. The quote from Paul has been accepted and the flyers will be available on Friday 10 th July. Everyone at the meeting and Claire Caparco has volunteered to deliver the flyers so that every household and business in Riseley receives one. Mark and Alison will deliver bundles of flyers and the section of the village for delivery. Agreed that we will wear gloves when making deliveries of these flyers. The flyer will be published in Riseley Rocks and sent for publication in the next Village Newsletter. A list of landowners does not exist however every effort will be made to ensure that those that do not live in the village are informed. Mark is the contact for anyone wishing to submit a site. He will supply a form for information that is identical to the one used by Bedford Borough Council when the previous call for sites was made. Bedford Borough Council are beginning to prepare for a Local Plan to succeed the current 2030 plan. In August 2020 they will be issuing a call for sites to include in this later plan. Hence it was important to issue our call for sites before theirs to avoid confusion.	All
Evidence base	A document had been circulated. It lists the various headings that will provide the background and context for the NP. For most areas this will involve collating information from a number of existing sources. Once drafts of this information are prepared Sally Chapman will use them to write the plan. The headings are: Village Design: Community infrastructure	All

<p>Project plan</p>	<p>Demographics Wider Context: Historic environment Natural environment Land usage Local Businesses Transport infrastructure</p> <p>Mark will circulate the link to the NP Google Drive storage so that all papers can be uploaded onto this. A file structure will be created consistent with the evidence areas Initial findings and evidence to be ready for the next group meeting on 12th August.</p> <p>An outline plan has been received from Sally. Mark and Alan will populate this and circulate it to the group members. When agreed it will be added to the Google drive. At present the timeline is in part determined by the current ban on referenda and elections until May 2021. There is plenty of work to be undertaken before this date</p>	<p>Mark</p> <p>All</p> <p>Mark Alan</p>
<p>AOB</p> <p>Next meeting</p>	<p>It was agreed that whilst we are using Zoom, meetings will begin earlier at 7.30pm. Mark to enquire if the Parish Council has obtained a licence from Zoom</p> <p>The next meeting will be on Wednesday 12th August @ 7.30pm via Zoom</p> <p>Future Meeting dates in 2020: 9th September 7th October 11th November 9th December</p>	<p>Mark</p>

Signed: *M. Chamberlain.*

Print name: M. Chamberlain

Date: 12th August 2020