

Riseley Neighbourhood Plan Group

Virtual Meeting held on 10th June 2020 via Zoom

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

		Action
Apologies	None Non Attendance: Andrew Prigmore, April Prigmore	
Minutes 11/ 3/20	The minutes from the previous meeting in March had been circulated just before the National lockdown due to the Covid-19 pandemic. They were accepted as correct.	
Updates	The purpose of this meeting was to trial bringing the group together using Zoom. There were a few teething problems which meant that some members experienced difficulties in participating fully.	
Grant funding	Alan had thoroughly prepared the successful application to Locality for a grant in 2020-21. The Parish Council receive and administer this money. The Parish Council's due diligence has been completed and it is expected that the money will be available within the next 3-5 days. A significant part of this money will be used for a consultation with the community about the various sites submitted for proposed development in Riseley including those recommended for allocation in a draft Neighbourhood Plan.	
Technical support package for site assessments and options	Alan and Mark have had a preliminary discussion with a representative from AECOM about the possibility of receiving a technical package of work to provide independent professional review and evaluation of the site assessments and the work relating to this that the group has undertaken. Following the initial discussions, AECOM considered that our group is eligible for a technical package of support. This week we learned that the application is successful. A further meeting (virtual) will be held with AECOM on Friday 12 th June to develop the package. Alan and Mark will participate. Andrew Gell and Robert may also be able to join the meeting. Discussion by the group considered the independence of this external work and the contribution it can make to the allocation in the plan of sites for development. It was restated that the final decision for allocation of sites is the responsibility of the Parish Council based upon all evidence and the outcomes of the public consultation. It is one of the Neighbourhood plan regulations that a public consultation is held if sites are to be allocated.	
Village consultation	There was also discussion about the procedure for consultation with the village community. At this stage it is likely that a public consultation event will be held in October 2020. This will be subject to the further easing of the social distancing/lockdown regulations. Suggestions were for the use of a variety of methods to share the information (Facebook, Leaflet drop, village website) with a range of options for community responses. Mark will contact Sonia Gallaher (Bedford Borough Council) to find out if they have issued any guidance for the procedures for public consultations relating to Neighbourhood plans.	Mark
Evidence	At the January meeting there was agreement by members of the group to begin the collection of evidence. A small amount of work has taken place. There is now a need to move this forward. The list of tasks and volunteers will be recirculated. There is a crib list for sources of information for evidence that Sally Chapman has shared. This will be circulated.	Mark

<p>Next steps</p> <p>Project plan and time scales</p> <p>AOB</p>	<p>This will be a significant piece of work that needs to be started as soon as possible.</p> <p>Claire will be available from July. Martyn indicated that it is best if members have a specific task to undertake between meetings. Mark and Alison to begin to make a list of such tasks for consideration and completion by volunteers from the group.</p> <p>Mark will circulate a draft project plan from Sally. At present there is an embargo on holding any referenda including those for Neighbourhood plans and elections before May 2021. However, it is considered unlikely that the Riseley Neighbourhood Plan will be ready for final consultation before September/October 2021. To meet this timescale all evidence will need to be submitted to Sally by Quarter 1 in 2021 to enable her to start to draft the plan.</p> <p>The need to maintain community interest and provide updates about the progress towards the completion of the plan was discussed. Suspension of publication of the Village Newsletter has meant that information has not been shared. If this continues an alternative should be found e.g. Riseley Rocks It was agreed to continue meeting via Zoom on the dates published for this year.</p> <p>It is likely that there will be considerable discussion about the AECOM package when details are available. An additional meeting may be needed. An alternative is for those who participate in the session with AECOM on Friday 12th June to circulate a summary of this to the group in advance</p> <p>The next meeting will be on Wednesday 8th July (An invitation to join this meeting via Zoom was circulated immediately. Please save the link in preparation for joining this meeting)</p>	<p>Mark</p> <p>Mark Alison</p> <p>Mark</p> <p>Alan Mark AndrewG Robert</p>
<p>Next Meetings</p>	<p>Dates for future meetings in 2020: 8th July 12th August 9th September 7th October 11th November 9th December</p>	

Signed: *M. Chamberlain.*

Print name: M. Chamberlain

Date: 8th July 2020