

Sandy Neighbourhood Plan Steering Group
Wednesday 13 September 2023 at 7.30pm
Sandy Town Council Chamber, 10 Cambridge Road, Sandy

Minutes

Present: Nigel Aldis, Rob Baker, Sally Chapman, Anne Elliott-Flockhart, Arnie Gilpin, Lewis Headley, Joanna Hewitt (Chair) and Chris Patterson.

Apologies: Richard Barlow, Jennifer Ivanciu-Wilkinson, Lorraine Ivanciu-Wilkinson, Anthony Lock and Ruth Lock.

1. Welcome

The Chair welcomed Lewis Hedley to the group. Lewis has been involved with the Town Centre group and works as a surveyor. The other members of the group introduced themselves and explained what their roles are within the group.

2. Approval of Minutes from 17 August 2023

The minutes were approved.

3. Aecom

a) SP Masterplan

This is being presented to Town Council on Monday 18 September at 7.30pm. Chris and Rob will attend to answer any questions the council may have.

Once the plan has been improved by STC, we need to get CBC on board. The Chair has asked CBC Cllr Ford about setting up a meeting. If she doesn't hear from him, she will go direct to CBC.

b) Design Guide

Arnie reported that Aecom have been asked to make some modifications to the guide. We are waiting for the final draft which is due to be sent back to us soon.

A member asked how much weight the design guide will carry in terms of dealing with planning applications. Sally reported that once it has been out to consultation it will carry more weight, but not as much weight as the policies within the NP. The weight is with the decision maker, in this case CBC, but it does give guidance for TC when dealing with applications.

A member noted that Potton TC have used their Design Guide to create a checklist, which they use to assess planning applications. Nigel reported that as chair of Sandy Town Council's Development Scrutiny committee, he hopes to do similar.

Sally will summarise the design code in the NP.

A member asked does the guide make provision for applications that might have an unusual design but is environmentally friendly. Arnie replied that a sustainable design will carry more weight.

4. Green Infrastructure Plan

There have been no further comments on the maps. The Chair will check the maps one last time and send them back to BRCC.

5. Engagement – Town Centre Improvement Study – Business Consultation 21 September at 3.30-7pm

Arnie has got the invitation letters to distribute to businesses.

The group discussed what should be displayed on the day which would include the basic principles of a NP and the

poster version of the town centre plan. We will ask the questions we have asked the public and think about some that are more appropriate to businesses. Chris, Rob and Joanna will liaise to finalise what is needed and get it printed by Lion Press in time for the consultation.

Arnie, Chris, Nigel and Joanna can attend. Rob can be there around 4.30pm. Richard had indicated previously that he would be able to help. Anne is unable to help on this occasion.

6. Timeline

Chris reported that he thought we would be drafting policies by now, but things have been held up by the delay in grant funding.

Sally will try and draft the plan for the next meeting. The group will need to meet and discuss any changes before it goes to Town Council.

The next full council meeting is too soon, and the one after is not until December. It was noted that TC can call a special meeting to consider it.

Potentially the plan can go to CBC just after Christmas. Usually the consultation takes six weeks, but if it were to go out before Christmas the consultation would take an extra two weeks. The aim is to get the plan out for January 2025.

Rob can do all the maps and can typeset if needed. We have photos on Dropbox that can be used.

We will need around 50 full colour copies, we will use Century Gothic 12 font to match our branding and the four colours we use in our logo.

7. Sally Chapman

Once Sally has access to all the documents she needs she is ready to make a start on the plan.

8. Any other business

Chris is in the process of completing the forms for the next round of grant funding.

Nigel had investigated costs for distribution of the plan to residents. Royal Mail have two delivery areas, but one of those includes Tempsford and Everton as well as Fallowfield. But you can't tailor make a delivery area. And they want to see the leaflet before they give costings.

Someone suggested we ask the scout group if they could deliver, but we would need a quote if we wanted to pay them for this service.

Rob will investigate how much it will cost to advertise on FB.

We need to get a quote from Lion Press for printing the plan, posters, banners and display materials to include in the grant application.

The Chair has the names of two other people who might be interested in joining the group, she will contact them.

9. Date and time of next meeting

The next meeting will be on Wednesday 11 October 2023 at 7.30pm at Sandy Town Council. Sally will aim to have the draft plan with us by 6 October, so we have time to go through it before the next meeting. Sally will send to Joanna and Chris for distribution.

