



# Houghton Regis Neighbourhood Plan

## Notes from the Neighbourhood Plan Steering Group Meeting: 15<sup>th</sup> November 2017 held at 6.30 pm

**Attendees:** Carol Butler; Cllr J Carroll; Christine Clavey; Neil Fearn; David Gibbons; Cllr Susan Goodchild; Cllr M Kennedy; Cllr Mrs T McMahan; Tracy Plunkett; Cllr K Wattingham; Alan Winter.

**Also present:** Debbie Marsh (Corporate Services Manager).

- 1) **Apologies** were received from Cllr D Abbott.
- 2) **Notes from the previous meeting held on the 16th October 2017:** Agreed.

Matters arising: It was agreed that the promotion of the Neighbourhood Plan, which was proposed to take place on the same day at the Craft and Coffee event (25<sup>th</sup> November 2017) would now not go ahead. It was proposed that questionnaires could be circulated at the Santa's Grotto event on the 9<sup>th</sup> December.

Questionnaires???

- 3) **Funding:** It was confirmed to the group that the the Town Council's Planning Committee, at its meeting held on the 23rd October 2017, recommended to Town Council that the Town Council apply for external funding. This recommendation will be considered at the Town Council meeting to be held on the 11<sup>th</sup> December 2017.
- 4) **Reports from the Task & Finish Groups:** The Chair asked those who were leading on their preferred topics to update the group on their progress.
  - **Housing – Lead Cllr J Carroll**  
Cllr Carroll reported that the is trying to get people together.
  - **Town Centre– Lead David Gibbons**  
David informed the group that he had had no response from the landlord of Bedford Square. It was proposed that a meeting would take place in the next couple of weeks, with those business owners located in Bedford Square, to analyse the SWOT sheets.
  - **Business & Employment – Lead Christine Clavey**  
Christine confirmed that she was to attend a business briefing at the Disability Resource Centre on Wednesday 22<sup>nd</sup> November 2017. DG was to provide CC with a revamped introduction to the plan.
  - **Open Spaces – Lead Neil Fearn**  
Neil informed the group that he had gathered some analysis regarding Dunstable's open spaces and what they are used for. Neil reiterated that a questionnaire needed to be produced to capture data, to include, age bracket, gender, what open spaces people currently use, if people travel outside Houghton Regis what do they travel out for.
  - **Heritage – Lead Cllr T McMahan**  
Cllr McMahan informed the group that she was due to meet with the Historical Society next week. It was proposed that discussions with the society will be around the curtilage of the Conservation Area and buildings of 'special/historical interest'.
  - **Education – Lead Cllr S Goodchild**

Cllr S Goodchild informed the group that she had met with the Director of Children's Services in order to obtain a prospective across Central Bedfordshire, this has enabled her to complete the SWOT form.

**Date of next meeting:** Date of the next meeting to be held at the council offices on Wednesday 13th December 2017 at 6.30pm.

Meeting closed at 8.05pm