



Houghton Regis Neighbourhood Plan

Notes from the Neighbourhood Plan Steering Group Meeting: 26th June 2019 held at 6.30pm

Attendees: Cllr D Abbott (DA); Christine Clavey (CC); David Gibbons (DG) - Chair; Cllr Mrs S Goodchild; Sally Gray (SGr); Tracy Plunkett; Cllr Ms S Thorne; Cllr T Welch;

Also present: Debbie Marsh (Corporate Services Manager- DM).

- 1) Apologies** were received from Neil Fearn; Alan Winter; Carol Butler; Cllr M Kennedy
- 2) HRNPSG Terms of Reference** – Members reviewed the groups terms of reference. Councillor T Welch volunteered to fill the empty post of Vice-Chair.

Cllr Welch was duly elected at Vice-Chair.

- 3) Declarations of interest** – Members were advised to re-affirm any declarations on interest they may wish for noting. The Chair reminded members that they could declare interests at any time at any meeting.
- 4) Tender** – The group were requested to consider appointing members of the NPSG to receive, consider and recommend to the Town Councils Planning Committee the preferred public consultation/engagement provider.

It was agreed that Christine Clavey, Cllr Welch, David Gibbons and Cllr Abbott be the appointed members. Members were advised that the Town Clerk would oversee the exercise.

CC requested that scoring sheets be made available.

The outcome from deliberations of those tenders received would be reported back to the Steering Group at the next meeting to be held on the 17th July 2019.