

Sandy Neighbourhood Plan Steering Group
Thursday 18 January 2024 at 7.30pm
Sandy Town Council Chamber, 10 Cambridge Road, Sandy

Minutes

Present: Nigel Aldis, Richard Barlow, Anne Elliott-Flockhart, Arnie Gilpin, Joanna Hewitt (Chair) and Chris Patterson.

Apologies: Rob Baker, Lewis Hedley, Anthony and Ruth Lock.

1. Approval of Minutes from 9 November 2023

The minutes were approved.

2. NP Progress

Chris read out an email from Sally.

The first step is to send the plan to CBC for screening. We can do this before the plan is in its final form but we need to finalise the following before we can do this:

- Policies Map
- Town Centre Boundary Map
- Local Green Spaces Map
- Boundary around Sandye Place.

Joanna or **Chris** will contact **Rob** to see if he can help with this.

CBC have 21 days to respond once submitted.

The next step is for the plan to be signed off by Town Council and go to consultation with the public. But before that we need to do the following:

- Maps, as above
- Non-Designated Heritage Assets Maps

- We need to send letters to owners of the non-designated heritage assets (Sally has given us a template).
- Mayors Foreword
- Photo's need labelling
- Text explaining why the town centre boundary extends further along the High Street
- We need to send letters to Green Space owners. (Sally has given us a template.)
- We need to liaise with the RSPB

Richard raised some concerns regarding the non-designated heritage assets list. Richard and the Sandy Historical Research Group had drawn up a list which has approximately 120 assets listed on it. They used the Beds Archive to put this list together. But each asset has to go through a process as set out in the Historic England Advice Note 7. Which is not a straightforward process and may have an impact on our timeline. The group wondered if it was enough to say that they are on the Beds Archive website. If not, Richard wondered if we would be able to outsource the work to SHRG and refer to it in the plan.

Richard will contact Sally to discuss.

We also need to contact owners of the green spaces in the Green Infrastructure Plan. It might be difficult to find details of some of the landowners, although BRCC might be able to help.

Joanna wanted to check what the group thought she should put in the Mayor's foreword. The group suggested the following:

- Why the plan is important
- How it will benefit the people of Sandy
- The consultation process
- Sandye Place

It was also suggested that Joanna have a look at some other plans to see what their forewords cover.

The group briefly discussed places and events for consultation. We could have a display and/or an event at the library. Other venues for consultation events could include:

- The village hall
- Town Council Chamber
- Maple Tree
- Beeston Methodist Church
- Youth Club
- Tesco/Co-op

Sally had included a regulation 14 letter that needs to go out, but we were unsure who exactly it needed to go to so **Joanna** and **Chris** will seek clarification on that.

Sally has suggested that we set up a group to make sure we meet all the necessary steps to get ready for the consultation, who can discuss places and events for consultation and can bring a plan to the next meeting.

The group will need to consider:

- if we need to post anything out to residents and if so, how much would it cost and how would it be achieved.
- Consultation materials. Potentially we will want a permanent display at the library, but also another set of materials that can be moved to other venues.
- Social media targeting
- Venues as mentioned above

Chris and **Joanna** will be on the group. **Rob**, **Ruth** and **Anthony** had indicated that they would be happy to be on the group.

3. Timeline

According to our timeline we should be consulting now but we still have work to do.

5. AOB

Nigel mentioned the recent announcement that Universal Studios are looking to build a theme park at Stewartby Brickworks, and if this would have an impact on our NP. It was felt that as this was in the very early stages it wouldn't have an impact.

6. Date and time of next meeting

The consultation group will fix a date and meet, then we will convene a meeting of the full group to discuss their findings.