

**Notes of Wyboston, Chawston and Colesden  
Sustainable Community Plan Steering Group Meeting  
held on 20 April 2010 held at Wyboston Parish Hall**

Those attending:

Martin Yemm	Chairman, Parish Plan Group
Zoe Ashby	Beds Rural Community Charity Development Officer
Jean Dunn	Education Co-ordinator, Milton Park
Ron Grasmeder	Clerk, WCC Parish Council
Debbie Bailey	)
Geoffrey Woodman	)
Nigel Willoughby	)WCC Parish Councillors
Roy Brown	)
Cathy Hau	
Jane Hewlett	
Pat Brown	

1.	<u>Welcome and Introductions</u>
	ZA explained the BRCC involvement with the Sustainable Community project, which was fully supported by Bedford Borough Council and the Partnership Boards. Service providers such as the Police, Fire Service, Planners, etc. would be involved from the outset in the formulation of the WCC Parish Plan. Copies of The Bedford Borough Partnership were circulated.
	MY expressed his gratitude that we have the opportunity to take part in this pilot and felt it was an important factor in the formulation of the plan to have the views and support of service providers. However he did comment that recently he had been disappointed at the support we had received from the Borough, particularly with regard to our recommendations concerning road safety in the Parish, and that he hoped that this would now improve with the involvement of the Borough and the Partnership Board.
	NW raised the matter of funding and ZA confirmed that funding has been obtained for the project including printing costs for the questionnaire and the final document.
3.	<u>Debrief of Roadshow event on 15 March 2010</u>
	ZA asked for feedback on the meeting of 15 March:
	* GW felt the number of people at the meeting was disappointing, particularly as the majority of household had been circulated with an invitation to the meeting.
	* There had been a degree of confusion as to the purpose of the coloured stickers provided and CH suggested there should be a wider range of priority responses rather than "Agree" or "Disagree". ZA would take these comments on board.
	* ZA circulated the results of the "sticker" exercise and suggested this information be displayed at future events. Her view was that the Parish Council had a sound understanding of the views of WCC residents.
	It was agreed that the results would be published in the Wavelength and/or the website.
	<ul style="list-style-type: none"> <li>• NW expressed his regret that the Police and Beds Borough Planners had not been represented.</li> </ul>

	GW commented that in view of the Affordable Housing initiative which is underway, the presence of the Planning Department was vital.
	* ZA felt that the RAVE bus would capture the views of young people and the agreed date for the bus to visit Wyboston was confirmed as 20 May 2010. (5-6 pm for 8-12 year olds and 6-7 pm for 13 years +)
	ZA agreed to produce 10 laminated posters and 50 A5 flyers advertising the RAVE bus and an emailed version would be sent to DB for the May/June Wavelength.
	Alban and Roxton Schools to be circulated and advertisements to be put in notice boards and the bus shelter at Chawston crossroads.
	CH to include information about the RAVE bus in the Table Tennis newsletter.
4.	<u>Timescale/consultation activities</u>
	ZA said that following this first meeting of the Steering Group, the next step would be to consult with service providers on the questions to be included in the questionnaire.
	She then explained the "Planning for Real" exercise and produced a sample polystyrene board with a map of the parish and NW suggested that three boards be produced representing the three villages. Cards with planning ideas would then be placed on these boards by parishioners to reflect their individual priorities. It was agreed that a Planning for Real meeting would take place on 12 May 2010.
5.	<u>Appointment of chair, secretary, treasurer and publicity officer</u>
	It was agreed that MY would be Chair, CH agreed to be secretary, Ron Grasmeder would be treasurer and JH would take on the role of publicity officer.
6.	<u>Preparation for key events</u>
	<u>"Planning for Real"</u>
	There will be a meeting on 5 May 2010 in the Committee Room of the Wyboston Village Hall starting at 1.30 pm and volunteers were invited to come along to help with the preparation of the maps, which would then be kept in the store room in readiness for the meeting on 12 May.
	ZA agreed to produce an advertisement for the Planning for Real event for inclusion in the Wavelength and also forward a poster for RPB to print. ZA suggested balloons could be put up to draw attention to the posters.
	Refreshments would be required for the Planning for Real meeting and the RAVE bus.
	Following the Planning for Real meeting, the questionnaire will be put together, the responses received and the exercise will be finished in September/October 2010.
7.	<u>Publicity</u>
	Posters for the Rave bus and Planning for Real will be sent directly to JH.
8.	<u>Next Steps</u>
	Contact details for the Steering Group to be circulated.

9.	<u>Any other business</u>
	JD advised the meeting that residents of Milton Park would like to become involved in village activities. She mentioned litter picking, bulb planting, newsletter distribution and tidying up the planters in front of the village hall as possible areas of interest.
	It was agreed that GW would send JD the contact details for Debbie O'Regan of Pride in Bedford who would be able to provide litter picking equipment etc. CH, as Street Champion, would also liaise with JD regarding litter picking.

Distribution: Members of the Sustainable Community Plan Steering Group + Russ Brown

*PB / 23 March 2010*