**15th December 2023**

Present: Julia, Chris, Mike, Kim, (Claire on Facetime)

Apologies: Sue

1. Minutes of the previous meeting.
2. Matters arising from the minutes
* Locality funding - we have!
* Phase 1 Consultation event held at village hall
* Other than that - no matters outstanding
1. A review of the Consultation Meetings on 17th and 19th November.

Major issues raised. Timing in playing these back to the community. Lessons learnt from the meetings.

* Comments have been written up from the events on 17th and 19th: link [here](https://docs.google.com/document/d/1yWPPlDj3-wr8DFX5h2I44vH20eqQskFoPqVSlqBkzvc/edit?usp=sharing)
* Any further comments to be received by date? how sent to us?

info@RoxtonPlan.org.uk

* Next RPC meeting on 8th Jan 2024
* Suggested that any further comments given by 31st January?
* How to get comments out - leaflet drop again?
* Create a Wordcloud?
* Create a leaflet

Surveys then created and sent out after this

*(Bedford Local Plan 2040 has been rejected - and it’s to be adjusted. Implications for when the survey can be sent out)*

Learning:

* Good to coincide with event at the school - a few people called in afterwards
* Good to coincide with the bar being open
* Few more posters outside to encourage people in - passing trade
* Ensure posters are up *earlier* (in PO, VH bar, etc.)

Update on website - Following further discussions with Robbie Bayes.

Claire to email Robbie this weekend

 Introduction on home page to N Plans and the process

Change cover photo ASAP and add images - send new photos as an attachment. Images so important!

*Latest news - no news to report!* - change! - link to comments doc. Use this for explaining what stage we are at/ what we are doing now/ next. Linked to a banner headline idea.

Check minutes

Timeline - edited

Who does the email go to? Where does it go - Claire and Julian’s emails. They can then put it on the shared drive.

Email address needs to be hyperlinked.

Ask for a timeline - how quickly can the website be up and running? One more check once done.

Email SG his response.

Revisiting our aims for Q1 24.

* Next steps - get responses back, leaflet drop, survey
* How will we approach local businesses, farming community, etc.?
* Julian and Mike to go see Simon Bath
* Julian to speak to Manager/ owner of Garden Centre
* Talk to Janet/ Janet’s nephew
* Bates
* Claire to speak to Justin
* Reminder - a lot of the land has been CPOd by Highways England/ National Highways - so need to speak to them.
* Claire to speak to the headmistress/ governors of the school - Hayley Mudge (co-chair of Board of Governors)
* Mulberry homes
* Roxton Lock Cottage
* Fishing Syndicate
* Any other businesses/landowners?

Finance/cost procedures

* Money we have from Locality - only sums above £1000 need to be played back to them. Anything below that signed off by Diane.
* We need to refer to Julian/ Claire to keep track of expenses.
* Keeping a spreadsheet of finances/ costs - Diane to cross ref.
* Claire to share the finance spreadsheet with Diane too.

Enquiries via RPC

* No further enquiries

AOB

* None
* Next meeting: tbc