**31/05/2024 NP Meeting Notes**

**Attendees:**

Julian Chillingworth

Kim Gubler

Mike Peebles

**Apologies:**

Sue Holland

Claire Camilleri-Rose

Brian Vaughan

Chris Evans

JC opened the meeting.

The minutes of 05/05/2024 were accepted by those present.

JC referred to the Action points from the last meeting as:

* JC to regularly check DLUHC website for progress: Funding now available
* All ongoing engagement with local businesses: : Ongoing
* KG to tighten and shorten the Business Survey: Delivered
* JC and MP to take engagement forward with Simon Bath: : Ongoing
* KG to approach her contact at Skanska for Black Cat PM: Dead end, only directed to NH funding
* JC to find out when applications for next round of funding will open: July
* All to look for other funding sources and what can be achieved within the SG’s existing funds: Ongoing

JC noted matters Arising would be covered by the Agenda:

1. Budget for 24/25 discussion on what to include. Currently proposed:
	* Green Infrastructure Survey
	* Hall Hire for public Meetings (how many)
	* Printing Costs
	* Housing Study?
	* History Tour
	* Accessibility Study?
	* Update on local planning applications
	* AOB
2. JC updated the attending SG government funding is now available, which means the 24/25 budget and their deliverables need to be agreed quickly. Definite items to include were agreed at:
	1. GI Plan and associated ancillary costs will be circa £6,500
	2. History tour estimated circa £500
	3. Additional ancillary items:
		1. Other survey printing
		2. Other hall hire
		3. Web annual service renewal and additional update costs
		4. Survey Monkey annual subscription renewal

There are questions on whether we should trigger either/or a formal accessibility (£X) and housing study (£2,000)

Further funding of £8,000 would be available if the NP included housing. But the SG would need to understand the specific requirements to access this.

The deadline for the next round of NH funding is July. However there are very specific community requirements attached to the funding. The SG needs to understand what is involved.

**ACTION All: Given the NP has already spent £1,700 of grant funding, the SG to decide if the NP accommodate the cost of a formal study within the remaining £1,300 available from the maximum of £10,000 government funding? Or is there a different, but credible, way the SG can include accessibility within the NP**

**ACTION JC: Determine what the requirements are for the £8,000 additional funding**

**Dependency Action All: Decide whether to produce a customised housing study which demonstrates the funding needs are met**

 **ACTION CCR: Investigate what is involved in the accessibility study**

 **ACTION JC/CCR: Check proposed spend against past year budget**

**ACTION JC: Liaise with CE on follow up on the NH specific funding application requirements**

1. The timing of the 2024 GI Plan process was discussed:
	1. JC apply for funds before end June
	2. Funds should be received by end July
	3. First village engagement meeting in September
	4. Second village engagement meeting in December

**ACTION JC: Engage with BRCC to understand is SG’s preliminary timing works**

**ACTION KG/CCR: Investigate if the GI Plan can be coordinated with the PC’s conservation Area review**

1. Business Survey progress has been slow , it was noted a number of businesses have registered offices in the village but do not operate from Roxton

**ACTION KG: Draft a straw man business list for allocation of contacts across SG and engage with Ford Lane businesses**

**ACTION JC/MP: Simon Bath**

**ACTION JC: Roxton Garden Centre**

**ACTION MP: Chapel & Church**

1. Update on MOT Centre appeal, date for hearing in 25/06/2024
2. No AOB raised, date of next meeting is 05/07/2024