

**Stotfold Town Plan Implementation Group (IG)**  
**2.00 pm, 8<sup>th</sup> May 2018**  
**Council Chamber Greenacre Centre**

**Present:** Cllr Sheila Bundock; Cllr Anne Clarey (chair); Wendy Craig (notes);  
Cllr Colin Phelps; Cllr John Talbot;

NB – The original meeting was scheduled for 1<sup>st</sup> May but had to be delayed, therefore the change in the date has made it opportune to include additions to the published agenda: -

1. **Election of Chairman for the group.** Cllr Clarey was proposed by Cllr. Bundock and seconded by Cllr. Phelps. Cllr. Clarey Elected.
2. **Election of Vice Chair for the group.** Cllr Phelps was proposed by Cllr. Bundock and seconded by Cllr. Talbot. Cllr. Phelps elected.

**Note taker.** W Craig agreed to continue to take the notes.

3. **Apologies:** None

4. **Minutes of last meeting / Matters Arising from action points**

- Cllr. Phelps wished that the minutes of the previous meeting reflect that although Fairfield parents are being encouraged to apply to Henlow Middle School for pupil places, this is not an official directive and is unconfirmed.
- With regard to Health Hubs, Youth Provision Mapping and the Old Brewery footpath, these remain at the top of a list of areas to be actioned at some future date. IG will be kept up to date as things progress. Still no response from Julie Ogle re: Health Hubs
- AC has contacted Dunstable TC and is waiting for information about the display stand for leaflets they have in their vestibule. Apparently, the leaflets are replaced annually but details are unknown. SB has asked STC for 'spinner 'stand that can be locked away.
- The minutes of the last meeting were accepted

5. **Areas of Town Plan awaiting progress.**

- AC had previously suggested that the IG could look at updating the Residents Handbook. In conversation with KET it appeared that a member of the office staff had been asked to further this, but that a start had not yet been made. The IG is to give the matter some consideration so as to provide food for thought for the future updating. Homework before next meeting.
- A local town had produced a good example, but recently this has been expanded to such an extent that IG felt it was no longer an appropriate document.
- The handbook should be primarily for new residents in the area supplementing Stotfold News.
- Not simply be a list of telephone numbers that need constant updating.
- Should include community-based information and activities and not commercial.
- Ideas: Could include a map,
  - A history of the town,
  - Structure of local government and responsibilities: STC, CBC, Member of Parliament.
  - Community groups, Scouts and Guides
  - Schools
  - Doctors, dentists
  - Library
  - Churches,

## **6. SGNG (Good Neighbour Group): WJC**

- The CBE classes are now in their fourth week and appear to be very successful, we have received excellent and enthusiastic feedback from the participants.
- Of the 35 clients who expressed interest, 28 have started the classes.
- 10 of these are being provided with transport.
- 24 are over 75 years of age, 4 are over 90.
- Whilst SGNG is very grateful for the free let of the Memorial Hall and are mindful of both the support they have been given by STC and the financial implications, they are applying to the Council to either extend the free let or, ask STC to consider a concessionary rate as the classes are of significant benefit to the community and continued funding is problematic.
- WJC is in conversation with Ian Delgarno regarding the potholes in the drive way to Chase House in Arlesey. JT is also involved and will pursue this matter with the CBC Highways Guardian.
- SGNG is currently actively but successfully embroiled with becoming compliant with all the requirements of the new Data Protection Act due to be implemented by 25<sup>th</sup> May 2018

## **PPG (Patient Participation Group) JT**

- JT believes the PPG are inviting the Positive movement group (from the Letchworth Centre for Healthy Living) to address the practice with regard to their CBE classes.
- Otherwise, no new information available since the last meeting.

## **Green Wheel: AC**

- The Master Plan is with CBC and is likely to be adopted this week.
- KET has been asked to provisionally put the endorsement of the Plan as an item for the full TC meeting on 6<sup>th</sup> June 2018.
- It is likely that there will be a launch of the walkers' route in the spring of 2019.
- Information will be on display at the TC stand at both the Mill Steam Fair weekend and at the Festival Fete.
- The new Bird Hide in the Mill meadow will be 'opened' on 17<sup>th</sup> June. This had to be delayed due to the territorial behaviour of the male swan during the nesting period.

## **Education CP**

- The effects of the poor Ofsted report are ongoing at Etonbury. The Head Teacher has resigned, but it is hoped that a new appointment will be made in two weeks-time, with a start date for the appointee in either September or Christmas.
- There is no significant drop off of applications for places at Etonbury despite the Ofsted report.
- There are a small number of children who are appealing to County against the decision not to offer them places at Etonbury.
- The Chief Operating Officer of BEST is coming to talk to STC about the Pixbrook Academy
- The new Nursery is due to open on the Etonbury site.

## **7. Items for information**

David Osborne's list of issues with footways, roads and barriers etc. have been investigated by Nick Carafola and Steve Dixon. The list is now to be forwarded to Steve Larkin (who deals with safety schemes) at Highways to consider some of the issues.

## **8. Date of next meeting** Tuesday 10<sup>th</sup> July 2018 at 2 pm. Action: AC