

**Stotfold Town Plan Implementation Group (IG)**  
**Simpson Centre, 2.30pm, 2nd April 2013**

**Present:** Cllr Sheila Bundock; Cllr Anne Clarey (chair); Wendy Craig; Pam Manfield(notes); Glenn Rickwood;Clare Whitty.  
Cllr Mary Cooper, Chair of the Recreation, Public Lands and Lighting Committee (RPLL), was welcomed as a visitor.

**1. Apologies:** Liz Anderson

**2. Matters Arising:**

2.1 The Patient Participation Group (PPG) had checked the draft of the medical appointments document and approved this for use in the surgery, with the JX board drawing patients' attention to the availability of the paper at reception.

2.2 The document will also be included in Arlesey's *On the Button*.

2.3 All other items would be covered through the agenda

**3. Good Neighbour Scheme (GNS) : Wendy Craig**

3.1 There had been some confusion about the placement in *Stotfold News*, but it was agreed that the inclusion should work well.

3.2 WC will inform Rosie Kind of progress. **Action: WC**

3.3 WC will tell the Town Council staff that phone request for information/help may be coming in and that she can collect forms if needed. **Action: WC**

3.4 The Town Clerk has spoken to the Librarian about holding and displaying the information. **Action: AC** to check outcome.

3.5 It was noted that a letter supporting the scheme had appeared in *Stotfold News*.

3.6 The group suggested adding 'Stotfold' to the logo at the top left and using this version, after which the GNS form was confirmed as ready for responses.

**4. Stotfold Green Wheel: Pam Manfield**

4.1 PM presented two papers, listing the proposed scheme, based on the Green Infrastructure discussions of 2009, updated and collated into sections, with more detail of proposed work. The second paper gives details of suggested habitat improvement, priorities etc.

4.2 Following discussions, it was agreed the papers, plus amendments, should be presented to the next meeting of the RPLL Committee. **Action: PM/MC/AC**

4.3 It was noted that there would need to be collaboration with Fairfield, North Hertfordshire etc for the successful completion of the plan.

4.4 The large map will be available for reference at the RPLL meeting. **Action: AC**

4.5 It was noted that there was Green Infrastructure (and potentially other relevant) funding available for the scheme.

4.6 The informal survey of the Pix Brook in Land South by WC and PM will be discussed at the May meeting. **Action: AC** for agenda.

**5. Work to carry out**

5.1 As specified above.

**6. Information**

6.1 PM detailed the distribution of Teasel's walks leaflets. Additional venues are Roecroft School and Etonbury Academy. Copies are proving very popular.

**7. Date of next meeting:** 7th May at 2 pm.