

NPSG – Minutes of Meeting 18– 28th January 2026; Toddington Village Hall; 19.00hrs

1 - Present: Steve Killinger (SK), Lorraine Ward (LW), Neil Buthee (NB), Tony Williams (TW), Kate Russell (KR), Tom Chevalier (TCh), Andy Lewis (Guest from B&E working group) (AL)

Apologies: Tony Collins (TCo),

Absent: David Stacey (DS)

Meeting was Quorate

2 - No changes to Declarations.

3 - Minutes of previous meeting: Approved

4 - Matters Arising:

4a - Definition of Sustainable development – no precise definition found – however it is intended to relate to the residents of the new developments so that the development is undertaken in such a way that it does not put a burden on the locality. It is applied on a case by case basis. (Please note that LW has added some notes at the end of these minutes in relation to this point which were not discussed or brought up in the meeting and which have specific reference to neighbourhood plans.)

4b - SK has confirmed that the TOR for the Toddington Neighbourhood Plan is consistent with our expectations of the forthcoming planning landscape having undertaken some research and spoken to Sally Chapman.

5 – Parish Council briefing: will take place 10.02.2026 at normal Parish Council meeting. SK has provided briefing documents. It is expected that Tony Collins will represent the NP at the meeting.

Action - LW confirm that it is included on the published agenda available on the website 03.02.2026, LW confirm outcome with TC 11.02.2026, advise NPSG and confirm next actions for NPSG & Sally Chapman

6 – Working Group reports:

6a – Housing – feedback to the community will be given once the final report is available for publishing. BRCC – David and Gemma will be joining the meeting 25.03.2026 at start of meeting for 45 minutes to present the final report. KR has found a CBC housing demand document now on Sharepoint under Housing workstream “CBC April 2024 housing demand analysis final”. **Action - All to review.**

6b – Green Infrastructure – nothing to report. Survey results to be presented at meeting 04.03.2026 - since confirmed by Jon Balaam GST

6c – SEW workstream - Schools survey to be presented to Parish Council 7.00pm 10.02.2026 - all members of NPSG and SEW working group welcome to attend. Last SEW working group meeting cancelled as nothing to progress however all members were given full update on project to date and current focus.

6d – B&E workstream – progress continues with business survey. 66 businesses will be invited to respond to the survey following feedback from Sally Chapman. Expect majority to be hand delivered. Upto 20 may be posted. Agreed that Survey Monkey annual contract for 3 licenses will be

purchased. **Action - TW once agreement obtained from Parish Council.** Covering letter for survey has been drafted. Include reference to NP website. Survey to be publicised on website and facebook but QR code not to be included **Action – TW, TCh, TC**

Aim for survey to be issued asap after 10.02.2026 with feedback complete/closed early March. Toddington is unique in Central Bedfordshire in that it has more businesses than any other villages in CB.

Thanks were extended to Andy Lewis for his input and hard work on the business survey.

7 – Sally Chapman (SC) - review of remit and advance work. Project plan was reviewed last meeting, updated on Sharepoint and given to Sally Chapman for review to establish how timescales can be reduced. **Action LW to advise SC to proceed following Parish Council mtg 10.02.2026.** SC will join meeting 11.03.2026.

NPSG need to plan how to feedback all survey results to the community – magazine, facebook, website, workstream contacts. Consider a public meeting May/June to feedback whats been done to date and whats next, **Action SK add to agenda for later meeting.**

Aim for the “big village questionnaire” to be issued end June.

Note that other CBC villages are currently undertaking referendum - for info:

Barton-le-Clay (19.02.2026 [Neighbourhood Plan – Barton-le-Clay Parish Council](#)) - timescales:

- Complete draft plan and supporting documents – Completed February 2024
- Reviewing draft plan and supporting documents – Completed April 2024
- Regulation 14 Pre-Submission Consultation – Completed June 2024
- Update Neighbourhood Plan post consultation – Completed April 2025
- Regulation 15 Submission to Local Planning Authority – Completed June 2025
- Regulation 16 Local Planning Authority – Completed August 2025
- Regulation 17 Independent Examination – Completed October 2025
- Referendum on Neighbourhood Plan – 19th February 2026
- Adoption of Barton-le-Clay Neighbourhood Plan – March 2026

Roxton also has a neighbourhood plan project in progress.

8 - Blake Stephenson visit 18.02.2026 6.00pm village hall.

Action NB/LW circulate list of questions to NPSG – complete

Action – NPSG to encourage members of working groups to join the meeting

9 – Website/Facebook

Action SK, TCh, TC - Article for February Magazine to be sent to TC and TCh for publishing on Facebook and Website

10 – Next meeting dates and details:

All to be held in Village Hall 7.00- 9.00pm (booked) unless advised otherwise, Tony Collins has Hall key in absence of SK:

11.02.2026 TC to chair, SK apologies.

18.02.2026 6pm Meet with Blake, NB organising

04.03.2026 Jon Balham to present GI report, chair needed, SK apologies.

11.03.2026 Sally Chapman to join meeting,

25.03.2026 David and Gemma from BRCC to present HNS report,

Future dates: 08.04.2026, 22.04.2026, 06.05.2026, 20.05.2026, 03.06.2026, 17.06.2026, 01.07.2026, 15.07.2026, 29.07.2026,

Village hall closed during August, 02.09.2026, 16.09.2026, 30.09.2026, 14.10.2026, 28.10.2026, 11.11.2026, 25.11.2026, 09.12.2026,

11 - AOB:

There were no items for AOB however a point concerning invoices and costs to date was raised earlier in the meeting.

Parish Council cannot claim VAT on invoices/expenses relating to Neighbourhood Plans. Parish Clerk is obtaining clarification, however it does mean that costs must be included gross. Spend to 28.01.2026 £10979.65. Sufficient budget is available to continue to end of this financial year.

Meeting ended 8.30pm

Notes on Sustainable development which were not discussed or brought up in the meeting and which have specific reference to neighbourhood plans.)

There are three dimensions to sustainable development: economic, social and environmental:

- **Economic:** Building a strong, responsive, and competitive economy by ensuring sufficient land of the right types is available in the right places.
- **Social:** Supporting strong, vibrant, and healthy communities by providing a sufficient number and range of homes, along with accessible services and open spaces.
- **Environmental:** Contributing to protecting and enhancing the natural, built, and historic environment, including making effective use of land, improving biodiversity, and using natural resources prudently.

For plan-making this means that:

- plans should positively seek opportunities to meet the development needs of their area and be sufficiently flexible to adapt to rapid change;
- strategic policies contained within local plans should, as a minimum, provide for objectively assessed needs for housing and other uses, unless:
 - the application of policies in the NPPF that protect areas or assets of particular importance provides a strong reason for restricting the overall scale, type or distribution of development in the plan area; or
 - any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in the NPPF taken as a whole.

It means planning permission should be granted unless the adverse impacts of a proposal significantly and demonstrably outweigh the benefits, or specific protected policies provide a clear reason for refusal.

Extract from NPPF – Click on link below

National Planning Policy Framework

The presumption in favour of sustainable development does not change the statutory status of the development plan as the starting point for decision-making. Where a planning application conflicts with an up-to-date development plan (including any neighbourhood plans that form part of the development plan), permission should not usually be granted. Local planning authorities may take decisions that depart from an up-to-date development plan, but only if material considerations in a particular case indicate that the plan should not be followed.

13. 14. The application of the presumption has implications for the way communities engage in neighbourhood planning. Neighbourhood plans should support the delivery of strategic policies contained in local plans or spatial development strategies; and should shape and direct development that is outside of these strategic policies. In situations where the presumption (at paragraph 11d) applies to applications involving the provision of housing, the adverse impact of allowing development that conflicts with the neighbourhood plan is likely to significantly and demonstrably outweigh the benefits, provided the following apply: a) the neighbourhood plan became part of the development plan five years or less before the date on which the decision is made; and b) the neighbourhood plan contains policies and allocations to meet its identified housing requirement (see paragraphs 69-70).

Note – it is worthwhile doing a text search on the whole document for “neighbourhood plan”
