

NPSG Meeting Minutes – Meeting 22

Date: 25 March 2026

Time: 19:00

Venue: Toddington Village Hall

Primary Purpose: Meeting with Bedfordshire RCC to discuss next steps

1. Attendance

Present: Tony Collins (TCo), Kate Russell (KR), David Stacey (DS), Steve Killinger (SK), Andy Lewis (AL), Tony Williams (TW), Neil Buthee (NB), Tom Chevalier (TCh)

Visitors (Bedfordshire RCC): 2 representatives of BRCC regarding Housing Needs Survey

Apologies: Lorraine Ward

Absent: None

Quorate: Yes

2. Declarations of Interest

No changes.

3. Approval of Previous Minutes

Minutes from 4 March and 11 March were approved. Matters arising were incorporated into agenda for item discussions.

4. Meeting with Bedfordshire RCC – Housing Needs Survey

BRCC representatives introduced the Housing Needs Survey and Executive Summary. Key points discussed included affordable housing definitions, shared ownership, and the recommendation for approximately 12 affordable homes within the next 5–10 years.

- A. Affordable Housing

Definitions and challenges were discussed, including affordable rent (80% of market rent) and affordable purchase (20% below market value). Shared ownership was explained.

- B. Rural Exception Sites

BRCC representatives outlined the concept of Rural Exception Sites, including planning exceptions, affordable housing requirements, local connection criteria, and small-scale development.

- C. Next Steps

Chapman Associates will assist with drafting policy wording and identifying strategic land areas. BRCC will reissue updated reports.

5. Workstream Updates

A. Housing – **Action: KR** to liaise with BRCC to ensure final Survey Report is received, Rural Exception Site discussion outcome incorporated, and document is placed on SP

B. Environment & GI – TCh reported that current statements lack specificity. **Action: to ensure Greensand Trust delivers final GI report by 8th April**

C. Education – LW provided an update on SharePoint.

D. Business & Employment – AL presented survey results and policy considerations.

6. Website & Facebook

Website has received 8,000 views. Executive Summary to be uploaded. Future consideration – publication of NP minutes as our ToR state NPSG activities will be publicised. Post meeting after discussion with SK, it was suggested that minutes pre March 25th be placed on the website and password protected to ensure we have GDPR covered, and that future minutes would be circulated to the SG as DRAFT, then reviewed at the following meeting after which they will be posted on the website. **Action: TChv**

Discussions regarding GDPR are ongoing with the PC. **Action: SK**

7. Terms of Reference

Possible revision to allow co-option of members tabled for April PC meeting. **Action: SK.**

8. Heritage Assets

Non-designated heritage assets will be reviewed by Greensand Trust. A report is expected in early April. In the interim, the SG concluded it was unlikely we will include NDHA in our NP policies. **Action: TChv**

9. Public Engagement & Programme Planning

A structured programme was **agreed** for preparing objectives, policies, and a draft questionnaire ahead of the public consultation on 6 June 2026:

The SG **agreed** to produce draft objectives and policies, for each workstream, for discussion and agreement at the 8/4/26 meeting – which it was also **agreed** would not conclude until the tasks have been completed.

This will allow time for the public questionnaire to be drafted, discussed, and **agreed at the 22/4/26 meeting.**

That in turn will allow sufficient time for the June 6th public meeting to publicised (including a leaflet drop), and appropriate materials produced to resource it.

It was also suggested that we will need the services of Andy-IT.co.uk to assist with publicity materials and that this, along with printing etc may need at least 2 weeks – so everything needs to be in place by mid-May latest. Also noted that May has Bank Holidays at beginning and end and that slippage to the above agreed schedule would compromise the project timetable for the rest of 2026.

The previously produced and circulated document (provided by Chapman Planning) to be used as the template for the above along with references to previous 2018 NP Document.

All above on SP. **Action: ALL**

10. Village Fete

Committee will host a stall at the fete on 20 June. SG members asked to reserve date in their diaries and commit time for supporting the event (Apologies SK). **Action: All**

11. Questionnaire

To be distributed via SurveyMonkey, open 6–25 June 2026. Launched at June 6th Meeting.
Action: AL

12. Future Meeting 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, 02.09.2026, 16.09.2026, 30.09.2026, 14.10.2026, 28.10.2026,
11.11.2026