

NPSG – Minutes of Meeting 25 – 6th May 2026; Toddington Village Hall; 19.00hrs

Updated 08.05.2026 19.17pm, 11.05.2026, 13.05.2026

1 - Present: Lorraine Ward (LW), Neil Buthee (NB), Steve Killinger (SK), Tom Chevalier (TCh), Andy Lewis (AL), Kate Russell (KR), David Stacey (DS),

Apologies: Tony Collins (TCo), Tony Williams (TW),

Absent: None

Meeting was Quorate

2 - No changes to Declarations.

3 - Minutes of previous meeting: Amendments: Tony Collins and Lorraine Ward names to be removed from list of those present. Item 11 - sentence commencing “However, SK advised that commenting commercially on individual on development proposals.....” should read “However, SK advised that commenting on behalf of Toddington Neighbourhood Plan”

Action NB amend minutes from meeting 24, 22.04.2026 and recirculate. Complete – see document “NP Meeting 24 - 22nd April 2026 amended.docx”

4 - Matters Arising:

- Parkfields School has given permission for Parkfields School survey (with any names removed) to be added to our website Action LW amend survey – done - and advise **TCh** (email sent 08.05.2026), for loading to website then **TCo** for communicating on facebook.

5 – Finalise Aims Questionnaire:

i -Village magazine, which includes our advert and questionnaire details, is expected to be delivered around 25th May. Questionnaire setup on Survey Monkey must be complete by then. Any responses to questionnaire received before 25th May will be deleted as assumed to be testing. **Action AL**

ii- Survey Monkey QR code to be put on website 25.05.2026 - **Action AL, TCh**

lii – Business survey to be added to website and Sharepoint and aim to get it into 1 document – Action AL, LW, - done **Action TCh – to add to website** email sent 11.05.2026

iv – Residents paper feedback analysis – anonymise by removing names and email addresses, provide summary by Monday 12.05.2026 - **Action DS, add to sharepoint – Action TCh add to website**

v- Survey format

Context to appear under Aims – agreed and done

Aim 6 to be modified and context added – agreed and done

After discussion, response options to be Agree/Disagree/Comments - responses are not mandatory – majority agreed and done

Aim 8 remove reference to Green Wheel – agreed and done

Review survey and advise any final amends relating to grammar or spelling - Action DS, AL – done. Once done then SK to use for Aims posters for open event – done

Word version of Aims to be updated on Sharepoint to reflect final changes (add new version to local plans) – Action LW - done and advised to TCh 08.05.2026

6 – Prep for June 6th open event

i – Andy-it will produce an A2 poster for each Aim and add artwork, a poster for the story so far, a poster for magazine article April/May - how does neighbourhood plan fit with planning regulations. It is expected that these will be laid out on tables in the hall - **Action SK**

ii – Greensand Trust will produce some maps with pointers to views and positive aspects of the parish. **Action AL – to be with him by 25.05.2026**

iii – Call for sites map to be found and displayed – **Action SK**

iv - Central Beds to be invited to open event – Action – SK – done

v- Central Beds invitation to respond to consultation to be added to facebook – Action TCo – done

vi – Surveys and any Exec Summaries to be printed/copied (suggest 3 of each and note on front to say “not to be removed”) - Business, Young People, GI, HNS – **Action SK**

vii – Greensand Trust to be **urgently** chased for their report – **Action TCh**

viii – Provide front covers for each report to give consistent look – Action AL - done – sent to SK

ix – Use library poster and wordcloud as part of the hall display – **Action SK**

7 – Leaflet process

Must be delivered no earlier than 30.05.2026 and no later than 03.06.2026

Provide routes and leaflets – **action SK**

Delivery can be done by SK, KR, DS, AL, NB

Encourage other helpers and advise SK – **Action All**

8 – Open Event Saturday 06.06.2025

Timings – Setup – 9-10am, event 10-3.00pm, clear 3.00 - 4.00pm

At least 2 people must be there at any time.

Attendees - DS – all day, NB 2.00pm to end, TCh most of day, KR 1 – 4pm, AL 9 – 12.00, SK all day

Encourage sub groups to come along and linger – **Action All**

Are TW and TCo available? - **Action SK**

FK providing refreshments.

Aim to retain and re-use posters, documents, content for Village Fete 20.06.2026 and other events
– **Action All** – note DS, SK, LW not available for Village Fete

9 – Working group reports – none

10 - AOB – meeting 20.05.2026 may be a BBQ – **SK to advise** note apologies DS, KR, LW, AL

11 – 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:

Future dates: 20.05.2026 (Apologies DS, KR, AL, LW – secretary needed), 03.06.2026 (Apologies LW – secretary needed), 17.06.2026, 01.07.2026, 15.07.2026 (Apologies LW – secretary needed), 29.07.2026,

Village hall closed during August, 02.09.2026 (Apologies LW – secretary needed), 16.09.2026 (Apologies LW – secretary needed), 30.09.206 (Apologies LW – secretary needed), 14.10.2026, 28.10.206, 11.11.2026, 25.11.2026, 09.12.2026,

Meeting Closed 8.45pm-----