

NPS26 – Minutes of Meeting 26 – 20th May 2026; Toddington Village Hall; 19.00hrs

1 - **Present:** Neil Buthee (NB), Steve Killinger (SK), Tom Chevalier, (TC), Tony Williams (TW), Tony Collins (TCo),

Apologies: Lorraine Ward (LW),), Andy Lewis (AL), TChKate Russell (KR()),

David Stacey (DS),

Absent: None

Meeting was Quorate

2 – **Declarations**, No changes.

3 - **Minutes of previous meeting:** agreed

4 - **Matters Arising:**

All surveys added to website and notification given on Facebook

Residents paper feedback analysis – confirm anonymized and summarized, added to SharePoint and added to website. Document is on SharePoint but may require further work before publication

5 –**Finalize questionnaire and actions**

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

i -Village magazine, which will include our advert will also include the QR code and questionnaire details, which is expected to be delivered around 25th May. Questionnaire setup on Survey Monkey to be complete by then if possible.

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 also put on website 25.05.2026 - Action AL, TCh

iii – 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 forma

Context to appear under the agreed Aims where required

After discussion, response options to be Agree/Disagree/Comments - responses are not mandatory

6. Public Meeting, 6th June @ the village Hall

a. The A2 posters have been completed.

c. It would be useful to have the Greenland trust information if possible.

d. In addition the call for sites plan, if it can be located may be available also.

e. other information to be included, A3 documents noting the neighbourhood plan project programme, hoe the NP fits in to the planning process, the timetable for the central Bedfordshire local plan and details relating to the NPPF

f. Teas and coffees and writing equipment to be provided on the day .

g. Importantly, a few hardcopies of the questionnaire to be provided for those that do not have access to email, et cetera

7. **Leaflet process** – leaflets received and will be route batched and distributed to the volunteers for posting out during week commencing 31st June

8. Fete, NPSG to be represented by at least one person during the day , covering a stall with a gazebo

The information provided will be similar to that provided at the public meeting but will be smaller, A4 in size.

9. **Young People** . SK, to talk to St George's and Parkland school and request them to advertise the events of the 6th and 20th of June. This is

normally done through an electronic network which will enable the adults of the children to review the message also .

10. **Fete set up.** TC will be hosting the next meeting, 03/06/26 , where trial run of the setting up of the gazebo will take place accompanied with well-earned barbecue refreshments.

Volunteers will be required to set up the gazebo on the 20th of June

11. **AOB**, Chapman Planning Consultancy will be looking to draft out the plan based on the agreed Aims for the steering group to consider.

12 – 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: 03.06.2026 @ TCo house (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 8.00pm-----
