



## Silsoe Neighbourhood Plan Steering Committee – Written Constitution

### Introduction

This document forms the written constitution of the Neighbourhood Forum that has been invited to create the Neighbourhood Plan on behalf of Silsoe Parish Council. This Forum will be formally known as the Silsoe Neighbourhood Plan Steering Committee (SNPSC).

### Purpose and Vision

The purpose of the SNPSC is to create a Neighbourhood Plan which will be to the benefit of Silsoe and its designated area, as registered with Central Bedfordshire Council. Our vision is to –

*“Deliver a Neighbourhood Plan for Silsoe that reflects the CBC Local Plan yet also takes into account the character of the village and the views of residents. We aim to promote and improve the social, economic and environmental well-being of Silsoe through this process.*

*With the permission of Silsoe Parish Council, we will apply for funding to help us create a robust plan that will support Silsoe through to 2035, with regular reviews every 5 years”*

### Sub-committees

To align with the Central Bedfordshire Local Plan, our sub-committees will reflect the key areas that they will focus on – namely –

**Local character** – how do we look after what you value about where you live? We need to balance development with protecting our villages, market towns and beautiful countryside. We want to use local character to inform development to ensure that we achieve the best we can.

**Environment** – How do we balance the need for growth with protecting our environment? By having quality developments that are sensitive to the environment, to climate change and to ensure growth is dealt with responsibly for the next generation.

**Transport** – How do we plan for growth that has good connections, not only to jobs and facilities, but also to recreation services and the countryside? We need to look at improving our existing transport networks and make the most of opportunities.

**Jobs and business** - How do we support the economy of your community and proposed growth in your area? We need to invest and attract business. Regenerating areas can help to attract new investment to improve job prospects.

**Growth and infrastructure** – Where can this growth go and how do we get the best opportunities for you and your community? We need to consider not only the locations for growth, but also what other facilities, services and infrastructure these areas will need for the next generation.

**Homes** – What type of housing does your community need? Looking at the local population, from young to old, we need to ensure that the area can accommodate changes in lifestyle, affluence or choice. Quality homes for all, for now and tomorrow.

## **Roles**

The following roles were agreed at the meeting on 04.01.17 –

- Chair – responsible for over-seeing the committee – Helen Flack
- Secretary – responsible for Minutes and logging public engagement – Julie McGrory
- Treasurer – to track quotes and funding – Helen Skepper

## **Sub-committee members**

- Local Character and Environment – Peter Offer, Jane Blumsom, Mick Hill, Roger Vass
- Transport – Jeff Offer
- Jobs and Business – Julie McGrory, Helen Skepper, Ann Webb
- Growth & Infrastructure and Homes – Peter Mileham & Helen Flack

## **Working Arrangements**

Meetings will be held approximately every 4 weeks for the Steering Committee and ad hoc for the sub-groups. Decisions will be made in both the Steering Committee and sub-groups by –

- Submitting an action
- Discussion
- Agreement by majority vote

## **Financial Arrangements**

Requests are made to the Treasurer for the steering committee with reasonable grounds, and voted on by the Steering Committee. When agreed, this will be presented as an update to SPC – Silsoe Parish Council. Wherever possible – the SNPSC will aim to keep within the £9k available funding from CBC (only until 2018) – if it goes beyond this, then the case will be presented to SPC for SPC to vote on.

## **Conflicts of Interest**

All participants are asked to declare any conflicts of interest at the start of each meeting. Other participants have the right to challenge and ask them to leave whilst discussions and voting takes place when necessary.

## **New Members**

Members can join at any point in the process, as long as they can show that they are resident in Silsoe or demonstrate a vested interest, for example have a business based in Silsoe.

## **Duration**

The duration of the forum is 5 years from designation of the Neighbourhood Plan area with Central Bedfordshire Council.