

St Margarets and Stanstead Abbots Neighbourhood Plan Steering Group

Minutes of the Meeting held on: 21 June 2017

At: French and Jupps Canteen

Present: Julia Davies, Christine Stevens, Marie Tasker, Jonathan Trower, Leah Pybus, Andrew Clayden, Sarah Chapman, Robert Bennett, Anne Washbourn

Apologies: Gini Trower, Mike Dorman, Colin Free

Minutes: Formalised minutes will be available from this meeting on.

Matters Arising:

- A map of the two parishes was presented to the meeting
- Letter sent to Great Amwell Parish Council who have asked for further clarification on areas that this group would be interested in covering
- Terms of reference and Mandate were prepared (see agenda)

Action: Julia to obtain and circulate a copy of the Parish Council Code of Conduct

Consultant: The group agreed to proceed with Jacqueline Veater as the project consultant.

Action: Julia to contact Jacqueline and invite to the next meeting

Terms of Reference and Mandate: The group reviewed and amended the ToR and Mandate; the amended versions were adopted by the group

Action: Robert to make amendments to the originals and circulate to Secretary and Chair.

Election of Officers

- Julia Davies (Chair)
- Leah Pybus (Secretary)
- Robert Bennett (Treasurer)

Geographical Coverage:

The group agreed that the scope of the plan should cover all of the parishes of St Margaret's and Stanstead Abbots. In addition to ask Great Amwell Parish Council if the plan can include:

- The Folly estate and surrounding fields with the intention of protecting them
- Amwell Lane to the War Memorial

For the Future:

- To develop an **Engagement Plan** to ensure participation and dissemination is effective
- The try to develop and **census of diversity** within the two parishes
- To **hold a meeting in the Folly Community Centre**
- When a delivery plan is complete to offer **presentations to the 2 parish councils** on progress against milestones
- To obtain **bordering plans** to ensure that there is coherence
- To hold a **parish boundary walk** on Saturday the 15th July if there is sufficient interest

Date of Next Meeting: 19.30, Thursday 20 July 2017, Nigel Coping Hall, Hoddesdon Road.