

St Margarets and Stanstead Abbots Neighbourhood Plan Steering Group

Meeting date:	20 September 2017
At:	19:30, The Maltings Cafe
Present:	Julia Davies Chair, Maria Tasker, Leah Pybus (minutes), Gini Trower, Jacqueline Veater (planning consultant) Andrew Clayden
Apologies:	Mike Allen; Angela Barrett; Clare Ewing; Julia Witting; Christine Stevens;

1. Updates:

- > JW has created a [drop box](#) for sharing and storing information across Committee members. This should be used for all documents and photographs so that we have a full record to show the rigour of our processes and consultation.
- > The field that hosts the Sunday car boot sale is being sold.
- > Richard Prior is looking to develop the fields above Kitten Lane, which he owns. He was keen to meet with the planning committee members of the parish council (Julia Davies, Gini Trower and Mike Dormon) to put his ideas forward. His views were heard at the August Parish Council Meeting. RP, who was looking to move quickly on the development of Kitten Lane, was informed of the process of formulating a NP and that any potential development in the village would need full consultation with the villagers, and that the NP process would take 2 years and so no comments on Kitten Lan could be made before then.

2. Actions:

- i. Print copies of map –centre village section for walk around. (AC)
- ii. Send drop box link around with minutes. (LP) - See link above.
- iii. Send examples of communications plans to committee. (JV)
- iv. Send xls of potential sites to LP. (JD)
- v. Ask people in history soc if there's an ancient logo for the area. (LP/others)
- vi. Put together a structure for communications plan discussion. (LP)
- vii. Draw up confidentiality agreement for conversations with site owners and conflict of interest register for committee members to sign. (JD)
- viii. Contact Much Hadham to see they are happy to share the criteria they used for judging the suitability of sites for their plan. (JV)
- ix. Go back to Great Am. Parish Council with 1pg summary. (JV) Explain grant situation and funds allocated by Parish Council (£9k from each parish); ask about whether we can include the folly even if Great Am. is not included in the plan; clarify benefits of a joint approach:
 - Right level of development
 - Protect rural nature of three parish

- Prevent coalescence
- Recognise special character of GA

3. Update from the Great Amwell Parish Meeting

JD/JV attended the September Great Am. Parish Council meeting to present the option of their joining our neighbourhood plan. While some individual members are warm to the idea, the Council as a whole were not. No decision was made on the Parish joining the plan, or whether we can include the Folly. This will be discussed further at the October meeting, informed by the information that JV will provide (see action above). Note: unlike Stanstead Abbots/St Margarets, Great Am. do not have to produce a neighbourhood plan.

It was agreed that if Great Am. do not make a decision in October, we should go ahead with our plan as two parishes only, as deadlines for grants are coming up which we need to meet. If, following the October meeting, it is felt that a compromise can be found with Great Am., we can continue to engage with them on a solution. We can only include the Folly in our plan if we have Great Am. agreement to do so.

If Great Am. decide to join us, we will need to look at the committee members to ensure their representation.

If we get the go ahead to include the Folly, we would need to consider engagement with that community including holding meetings there. If we include the Folly, a referendum on the plan would include Folly residents, but not the rest of Great Am.

4. Grant applications

Planning schemes have a 3yr cycle, and under currently arrangements, grants can be applied for within each 3yr cycle. We need to put a grant application in soon so we are within the current 3yr scheme. There is a possibility that grant application rules may change in the future, so we don't want to miss out on securing a grant under this scheme.

5. Plan name and logo

The Committee needs to confirm name and logo. Previously, options were tabled, but these were based on an assumption that Great Am. would join us.

Whatever is chosen, the name needs to be clear for consultation purposes so that people are very clear about what we are engaging on and are more likely to get involved.

6. Group investigation

We need to agree what groups we need to take work forward and where we need external input in terms of surveys etc and investigation. Groups will need to pin down things like housing needs, potential sites and land owners, trusts we need to work with, ecological mapping, what other building plans are in the pipeline, existing options for village purchasing land and neighbourhood development order options.

Sites: JD has a list of existing possible named site in the village. We need to go through a process of engaging with the community to call for sites so we have a complete list, with clarity on who owns sites and a sense of how feasible these sites are for building on. We might struggle to find sites that are all outside green belt.

The committee agreed to take the existing list of sites and do a walkaround on 8 October to look at feasibility. Criteria need to be established for this walkaround so we are judging sites equally. JV will see if Much Hadham are happy for her to share the criteria they used.

7. Communications plan

We need to develop a communications plan soon that identifies stakeholders, e.g. Community land trust and land owners; milestones where we have to consult, and how we will engage through different channels. We will need a consultation statement.

Drafting of a communications plan will begin at the next meeting.

Dates for diaries:

Sunday 8 October: Walkaround of sites (If you would like to join this, please contact LP.

Wednesday 1 November: Next Committee meeting to discuss: GA decision; walkaround results; Comms plan. Venue: The Maltings Café, 7.30pm. (JV to attend first half)