



NEIGHBOURHOOD PLAN WORKING SESSION NOTES

Date:	14 April 2021
Venue:	Zoom Conference Call
Present:	Julia Davies (Chair), Rob Bennett, Sarah Chapman, Andrew Clayden, Mike Dormon, Robin Jewett, Rowan Lloyd, Clare Maynard, Jan Reynolds, Maria Tasker, Jacqueline Veater (8.15pm-8.45pm), Anne Washbourn, Christina Whellams (Secretary)
Apologies:	Sharon Strutt, Gini Trower

➤ **Action Plan**

- Sub-group leaders for Heritage and Housing talked through the ideas they were considering for their action plans, some of which are as a result of feedback from residents. These included:
 - Test pitting, burbage plots, storage to hold local finds, developing heritage displays in public spaces, restoration of the drinking fountain by Roydon Road school, and developing educational information of the Henge field;
 - cycling provision/access, biodiversity and green infrastructure, security in the village, speeding issues, and addressing litter and fly-tipping.
- Display boards with the action plans and community assets, along with an update on the plan's progress, will be made available at the SAPC Annual Parish Meeting on 13 May 2021.

➤ **Looking at sites from every angle i.e. checking that the housing sites have been reviewed and commented on by ecology and heritage**

- The Ecology policy and its aims have been compared with those of the Housing policies and we are on track with what we have, with no conflict between the two.
- The *Natural Environment and Rural Communities Act 2006* (NERC Act) was mentioned. It gives a rating for protected species on a wildlife map - Green areas are where there are protected species, Purple areas where there are potentially protected species and Red, Amber and Yellow where there isn't anything.
- Protected views were discussed, including the rivers and the conservation area both of which are important to us. The view at the C2 site (Great Amwell roundabout/A414) is outside the neighbourhood plan area and can't be included.
- The Heritage sub-group are content with the housing sites from a heritage point of view and are interested to see when work commences what, if anything, is uncovered.

➤ **Terms of Reference – 3 parishes & Steering Group**

- Minutes of the 3 parishes meeting have been distributed. There has been no feedback.
- Terms of Reference – taken to the SAPC and approved with the proviso that further clarification is provided about the role of the Management Group.
- The Management Group has representation from each of the three parishes and sign off anything that the Steering Group recommends, making sure of consistency and streamlining of costs. It has produced a code of conduct, a non-disclosure agreement, decisions on when the grant application bid is put in and its content, when technical support assistance is required and considering any membership applications.
- The Terms of Reference for 3 Parishes – there is concern by one of the Parish Councils that the public will be excluded so ideas were considered. These include live streaming, for the meeting to be held in

public (rather than it being a public meeting) or allowing questions to be submitted beforehand. Members are encouraged to give this some thought.

➤ **Possible public meetings to take place about each site**

- SAPC have suggested that there is a separate meeting about the site for Netherfield Lane which would allow the public to ask questions. This will be hosted and organised by the 3 Parish Councillors who are also on the Steering Group.
- Proposed for the afternoon of Saturday 22 May 2021 in the field, if Websters allow, convening on 23rd May if the weather is not good. RSVP needed to ensure we meet current covid-19 restrictions.
- A letter of invitation will be produced.
- Meetings concerning other sites may be considered at a later date if it seems there is the same level of interest.

➤ **Sub-groups**

- Communications – plans to develop our use of Facebook include a ‘True or False’ for some historical detail on Priors Field, and to provide information on what happens if we don’t have a plan, explaining the ‘what ifs’.
- Housing – reviewing the AECOM recommendations, and working-through what they recommend in terms of the criteria. Have looked at the RAG rating and will rescore all the sites that have got through, against the revised criteria and will take the outcome to the parish councils. Meeting with Lee Valley held. They are positive about going ahead with the South Street site. Marsh Lane site will be part of the consultation with statutory bodies and it’s expected that they will object. Almshouses – S106 agreements require social landlords to be registered providers which creates a difficulty working with the Baesh Trust. The Baesh Trust use Licence agreements not tenancy agreements where there is no security of tenure, and for the council to nominate people to affordable housing they expect tenancy to have a measure of security. East Herts are going to come back to us on this.
- Ecology – nothing further to update.
- Heritage – nothing further to update.
- Business – nothing further to update.
- Transport – Speeding issues to be included in the action plan. Suggest more buddy benches for the High Street.
- Design – nothing further to update. Photos to be provided for the Consultant.
- Community Assets – nothing further to update.

➤ **Finance and Technical Support**

- Submitted end of year grant report. £890.00 is being returned.
- We will apply for whatever remains - around £1800.00 funding for the year.

➤ **Date of Next Meeting**

- The date of the next meeting will be Wednesday 9 June 2021 at 7.30pm for 7.45pm. It will be advised nearer the time whether this will be a Working Session or a Steering Group Meeting.

ACTIONS:

- A. Action plans and community assets to be displayed at the SAPC Annual Parish Meeting.
- B. Steering Group Terms of Reference to include detail about the Management Group and be presented to each of the three parishes for approval.
- C. SAPC representatives to produce an invitation for Netherfield Lane meeting.