



NEIGHBOURHOOD PLAN WORKING SESSION NOTES

Date:	10 March 2021
Venue:	Zoom Conference Call
Present:	Julia Davies (Chair), Rob Bennett, Sarah Chapman, Andrew Clayden, Mike Dormon, Tom Foy, Robin Jewett, Rowan Lloyd, Clare Maynard, Jan Reynolds, Sharon Strutt, Maria Tasker, Gini Trower, Jacqueline Veater, Anne Washbourn, Christina Whellams (Secretary)

➤ **Action Plan**

We should identify projects for Section 106 money or other future funding opportunities such as a National CIL (Community Infrastructure Levy) that would form part of the Action Plan in the Neighbourhood Plan, and review the EDHC Conservation Area Appraisal report to find any outstanding matters.

Areas established so far include:

- Playgrounds:
 - the conditions of existing playgrounds;
 - where upgrades might be needed;
 - noted that Netherfield Lane development proposes one.
- Public toilets close to the High Street Playground. Drains are already in existence as there had previously been a public toilet in the car park so costs should be minimal.
- Focus on biodiversity and greening and anything we can do to help improve our eco-credentials
 - more hedgerows/trees could be planted
- Developing on the art project that has been located in the Signal Box. Perhaps there is potential for the waiting room to be used.
- Review of the survey results to see what the community wanted.
- Sub-groups are encouraged to use the Action Plan to put forward any ideas.

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

- A draft is being presented to each of the 3 Parishes for approval.

➤ **Webinar**

- The Chair thanked all of those involved for a truly successful presentation that was attended by 50 people. It has been highly praised and persuaded many that the Steering Group is on the right lines.

➤ **Sub-groups**

- Communications – have discussed how we communicate, what is posted on social media and the need to drive traffic to the NP Facebook page. Currently finalising the Q and A document for the website following the webinar.
- Housing – Network Homes meeting took place about Chapelfields. There are plans for 7 homes – 1 site will have 2 x 3 bed houses and the other will have 5 flats (a mix of 1/2 bed). All will be affordable housing for sale. Consultation is currently taking place until 15 March. Appointments still to take place with Lee Valley, and another with the East Herts District Council Housing Officer and the Baesh Trust to establish the Trust's affordable homes as part of the overall affordable housing commitment from a scheme at Netherfield Lane.
- Ecology – nothing further to update.

- Heritage – nothing further to update.
- Business – Policies written up. A document to show the supporting evidence now needs to be created.
- Transport – nothing further to update. Section 106 money to be considered for restoring the bricks in the High Street.
- Design – nothing further to update. AECOM asked for final coding on the Housing Sites. They will be asked to name the sites instead as numbering is still fluid.
- Community Assets – asset lists submitted to Parish Councils for support to include these as part of an application to East Herts for listing as Assets of Community Value. The policy has been drafted and needs finalising.

➤ **Finance and Technical Support**

- End of financial year – 31 March 2021. Consultant to provide an update on spend since last invoice.
- Some money will probably need to be returned, but there should be an opportunity to apply for a small amount of additional funds for next year.

➤ **Other Updates**

- The Steering Group's response to the Gilston consultation has been submitted and can be seen on the East Herts Planning webpage (Ref: 3/9/2124/OUT).
- Consultant was asked to provide bullet points for a response to proposed revisions to the NPPF (Closing date for comments 27 March).

➤ **Date of Next Meeting**

- The date of the next meeting will be Wednesday 14 April 2021 at 7.30pm for 7.45pm. It is anticipated this will be a Working Group session and not open to the public. Consultant will join the meeting at 8.15pm.

ACTIONS:

- A. Secretary to circulate Action Plan template to Sub-Group Leaders
- B. Consultant to contact AECOM re list of numbered sites
- C. At the next Working Group look at each policy and cross reference to see if there are any conflicts or repetitions
- D. Consultant to provided pointers on a response to the changes to the NPPF