



# Neighbourhood Plan Steering Group

<b>Meeting</b>	<b>St Margarets/Stanstead Abbots Neighbourhood Plan Steering Group Meeting</b>
<b>Meeting date:</b>	<b>4 November 2019</b>
<b>At:</b>	Red Lion
<b>Present:</b>	Julia Davies (Chair); Leah Pybus (minutes); Rob Bennett; Andrew Claydon; Robyn Jewett; Rowan Lloyd; Sarah Chapman; Clare Maynard; Maria Tasker; Anne Washbourne; Christina Whellams
<b>Apologies</b>	Janet Reynolds; Gini Trower; Katherine Rutherford; Beth Knight; Sharon

## 1. Updates on project timings

- Views and sites consultation to take place in February 2020.
- Pre-submission open day to engage the community on policies: Preference is to do this end of March to provide time to create open day material and advertise the event properly. This is a month later than suggested.  
**Action:** JD to check with JV whether the pre-submission consultation includes consultation on the sites also or whether this is a separate event.
- Parish Council plan approval July-September 2020
- June/July 2020 consultation on the final report.
- Strategic environment assessment: Currently down for February/March. May need to move this a month later.  
**Action:** JD check with JV the implications of pushing timing a month later and timings and where there are statutory requirements. Need to understand the costs that might be incurred towards the end of the process – final report costs need to be covered.
- Planning permission for the wilderness goes to committee 6 November.

## 2. Sub-group feedback:

- **Heritage:** Final report on heritage submitted.
- **Housing:** All sites (35 sites which would accommodate 120 dwellings) have been assessed against criteria and taken to the Parish Council for approval. PC agreement to both the criteria and the preferred sites was granted. A further meeting with the PC is need when it is clearer what is intended for the sites. Lea valley park own the sites along Millers Lane/South Street. JD/SC met with LVP to put forward option of development which they are interested in as this area is not park land. LVP is putting the option to its committee. One possible site overlaps with ecology. Need to know if the 'Hobbit Houses' on Hoddesdon Road can be included or whether they are too far outside of the boundary.
- **Ecology:** The list of green spaces to be protected has been pulled together with a few gaps in information to be filled. The final list needs to be checked with JV to make sure that it is giving sufficient evidence. Policies need checking back against the list of green spaces so they are aligned. BK taking over leadership of the ecology sub-group.

- **Communications:** Group is looking for a lead. All to look at the document in drop box on the consultation process so far and add any evidence that is missing.
- **Community:** Still gathering evidence to back up policies.
  - Action:** JD to contact schools admissions officer. Option of using Mosaic to understand the demographics and wealth patterns of the area – JD to look into cost.
- **Business:** Not met. More engagement with/policy on people working from home? Felt that the economic strength and employment opportunity levels in the village was a USP and ensuring thriving business was important.
- **Transport:** Looking at the parking required per house – need to go by East Herts council guidance of parking by bedroom numbers. We can pitch between 75-100% of the quota. Looking at bus routes and levels of service lost over the years – need to understand the size of population increase that is needed to justify an increase in service. Need to find out about the risk to bus routes down Hoddesdon road due to levels of parking blocking the road which will increase with Spinny Development. Looking at speed reduction and traffic calming measures but this is difficult with agricultural vehicles coming through the village. Struggling to get evidence of the speeding problem to build a case for traffic control measures. Look into getting a speed gun for the PC so that this can be used to monitor traffic.
- **Design:** Need to meet to finish off documentation. Will include density. Action: AW to identify architect.

### 3. Next stages of consultation

- **Neighbourhood plan template:** very complex to use. Need to follow the structure of the template even if we don't use it to ensure we are submitting it according to expectations. Need to find an easy option for producing the plan.

### 4. Christmas party

- The Café, the Maltings, Wednesday 11 December, 7.30-10pm. Action: AC to check with DJ that he is happy to host. Another location will be needed if The Café is not agreed. Committee members to provide food contributions. Action: MT to organise.

### 5. Farewell Leah – lovely flowers, thank you!

### 6. AOB

- CW to become the new secretary for the steering group.

### 7. Next meeting:

- **Sub-group lead meeting:** Monday 11 November, 56 Lawrence Avenue
- **Steering Group meeting:** Wednesday 15 January, 7.30pm. The Café, The Maltings.