

NEIGHBOURHOOD PLAN WORKING SESSION NOTES

Date:	9 June 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, Christina Whellams (Secretary)
Apologies:	Sharon Strutt, Gini Trower

➤ **Matters Arising from last Working Notes**

- Three Parishes meeting could be live streamed and any questions from Councillors submitted beforehand. The Terms of Reference still need finalising but as we are waiting for guidance from EHDC as to how the Three Parishes meetings should run, we should hold off seeking approval.

➤ **Netherfield Lane Residents Meeting**

- Held by the Stanstead Abbots Parish Council on the field of the proposed development with around 25 attendees.
- Detailed questions were submitted and responses have been posted on the website.
- A meeting at the Catesby site was also requested but this was not considered appropriate as the site is not in the Neighbourhood Plan and the situations with the 2 sites are not comparable. It was also pointed out we have met as a Steering Group with Catesbys, who have given a presentation at a previous meeting and attended several subsequent sessions.

➤ **Review of adjustments made by Housing Sub-Group**

- The AECOM advice has been reviewed and rescoring has taken place. We have created a full record of what they recommended in terms of criteria and what we have and haven't taken on board, and the reasons why. One key issue related to the assessment of the status of the Green Belt sites and whether this should be in the first round of scoring (the RAG rating) or the second. It was moved back to the second round. The sites have now been ranked in order of scoring but separated into two parts - one within the village boundary and the other in the Green Belt - to avoid promoting GB sites above village sites.
- Approval will be required at a formal Steering Group meeting.
- Confirmation of whether Pump House Lane can be included within the sites is still outstanding.

➤ **Facilitation**

- There has been no further response from the Mediator.
- Suggest SAPC look at the revised approach to AECOM.

➤ **Community Policy**

- A Community Policy has been produced. There is likely to be a lot of cross-over between community, business and design, so further discussion is needed to decide which policy an item is placed.

➤ **Next Consultation Event**

- The next public consultation event will be dependent on whether the end of lockdown on 21 June goes ahead.
- The policies need completing and once each is finalised they can start to go out to consultation.

- Live-streaming a Q&A session was suggested.
- Communication to the public will be increased to every 6 weeks and will promote different areas of the plan, including sites being put forward and that there will be a referendum for the residents to vote.
- A list of assets will also be circulated and can identify whether the public have any others to add.

➤ **Finance**

- This year's grant of £710.00 has been confirmed. It is the maximum we can claim so we need to find further funding.

➤ **Sub-Group updates**

- *Business* – recently met and are gathering evidence for policies.
- *Heritage* – a 2nd tithe map for the parish, which looks like it could be a draft, has been identified and handed over to the library service.
- No further updates from sub-groups.

➤ **Date of Next Meeting**

- The next meeting will take place on Wednesday 14 July at 7.30pm*. This meeting will not be open to the public. [**Addendum: the venue has been changed to Zoom as Covid restrictions will not have been fully lifted*]

ACTIONS:

- A. George Pavey at EHDC to be contacted to confirm if Pump House Lane can be included within the site total.
- B. SAPC to review the revised approach to AECOMs advice.
- C. Sub-Groups to complete their policies and bring to the next meeting.
- D. Regular communications to be drafted and circulated to Management Group for approval.
- E. A list of assets will be circulated to the public for their input.
- F. Agenda items for the next meeting to the Chairman by 28 June 2021.