



Neighbourhood Plan Steering Group Minutes

Date:	14 October 2020
Venue:	Zoom Conference Call
Steering Group Members Present:	Julia Davies (Chair), Rob Bennett, Sarah Chapman, Andrew Clayden, Mike Dormon, Robin Jewett, Rowan Lloyd, Clare Maynard, Jan Reynolds, Sharon Strutt, Jacqueline Veater, Anne Washbourn, Christina Whellams (Minutes)
In attendance:	Cllr Bob Deering, Mayor of Hertford No members of the public were present
1. Apologies:	Gini Trower

2. Cllr Bob Deering

- a. Cllr Bob Deering introduced himself and explained his roles as Councillor for Hertford Town Council and East Herts District Council, and Chairman of the EHDC Planning Committee. He talked about his experience of Neighbourhood Planning in Hertford over 4 years. Sele and Bengoe wards have Neighbourhood Plans in Examination and Kingsmead Ward is also preparing a Neighbourhood Plan.
- b. He highlighted that the Neighbourhood Planning process involves a lot of hard work; that it can bring the community together; and there should be an understanding of what the Neighbourhood Plan will not do (e.g. not going to stop development earmarked in the EHDC plan).
- c. There was discussion about securing benefits if Green Belt is released and noted that this is a difficult area, so the Steering Group acknowledged that there is a need to be forceful in expressing views and documenting them in the Neighbourhood Plan.

3. Minutes and Matters Arising

- a. It was noted that the AECOM Housing Team have set a deadline of 29 October 2020, and not September as previously reported.

4. Public Forum

- a. There were no members of the public in attendance.

5. Presentation of the Housing and Design policies

- a. The draft documentation of the policies, which requires approval at the forthcoming 3 Parish Councils meeting, had been circulated prior to the meeting and were discussed.
- b. There was concern that all of the sites state that the estimated timescale will be within the first 5 years, and it was agreed that sites H5, H6, and H8 will be amended to "5-15 years".
- c. AECOM had identified a new site within their report, H4 (land north of Chapelfields/east of St Andrew's Church). Clarification is being sought from EHDC as to whether we can include site number 29 in our housing target, as it is currently outside of and not adjacent to the village boundary.
- d. A query was raised with regards to H6 (land to the west of Amwell Lane) because it was understood that a resident had an indefinite lease of the land with EHDC. This was disputed as it is believed that Thames Water own the land, however the Steering Group agreed that as the space is subject to flooding and is limited in size, the site boundary should be amended so that the area immediately behind the existing houses is not included.
- e. It was noted that only 6 community homes have been proposed for site H3 (land east of Netherfield Lane/south of Roydon Road) and not 8 as stated. The estimated capacity currently states 'maximum 60 units' but will be amended to 'approximately'.

- f. It was queried whether site H5 (land south of South Street) had planning history for housing, but confirmed that this had been for a dust cart depot which had been refused.
- g. H7 (Chapefields Garages sites) is owned by Network Homes who are still looking at the land but not yet able to say what they will do. The proposal would be for 4 units on one site and 2 on the other.
- h. H8 (Amwell Lane pumping station/garages) requires confirmation, as there are issues with the trees and there could be an impact with the location of the pumping station. 7 units are proposed.
- i. AW presented a map to the Steering Group which demonstrated dwellings per hectare of previous development sites within the area, and agreed to circulate this after the meeting.
- j. It was suggested that the sites with planning permission/built and occupied since April 2017 on the Policies Map (Housing) should be changed to a brighter colour to show that there is an even balance of development across the village.
- k. It was agreed that the draft policy document would now be taken to the Parish Councils with the Steering Group's support. The individual Parish Councils will discuss and then cast a vote at the 3 Parish Council's meeting scheduled for 26 October. JV will talk through the detail at the 3 Parish Councils meeting and the agenda should include any possible amendments and the delegation of authority for compiling the remaining draft policies. The public will be invited to attend and the session should be recorded by the host.

6. Plans on the online exhibition of the policies

- a. There was discussion about holding consultations online using software packages and SS agreed to look into relevant options.
- b. It was noted that all policies need to be ready for the next Steering Group.
- c. Feedback from the public can be sought online through a Survey Monkey form.

7. Finance Update

- a. MD reported that the only outgoing has been to pay JV and requested that the next invoice is submitted within the month.

8. AOB

- a. SC reported that the deadline for submitting final comments to AECOM is 21 October and it has been requested that they rewrite their report to reflect agreed changes.

9. Date of Next Steering Group

- a. The date of the next meeting will take place on Wednesday 11 November 2020 at 7.45pm