

*“Knebworth aims to be a vibrant, inclusive and independent village community which will accommodate sustainable growth and development in its population, services and infrastructure, whilst ensuring that its fundamental rural character is maintained.”*

## **Notes of Knebworth NP Steering Committee meeting held on 7<sup>th</sup> March 2018, 8pm in the Village Hall**

**Present:** Clint Bull (CB, chair)  
Graham Dormer (GD, vice chair)  
Penny Berry (PB)  
Paul Ward (PW, KPC)  
Bob Hall (BH)  
Robert Sprigge (RS) - Note taker  
Roy Oostwouder (RO)  
Andy Nation (AN)

**Apologies:** Claire Graham (CG, KPC)  
Gareth Hawkins (GH)  
Steve Hemmingway (SH, KPC)

**Attendee:** Mick Field (MF)

### **1. Minutes from previous meeting**

- The minutes of the previous meeting on 18<sup>th</sup> February 2018 were agreed.
- **Arising:** - Very well written minutes (GD)
- GD had located GH's Retail report dated Oct 2017

### **2. Application for funding**

- The Parish Council (KPC) has agreed to provide £5000 for the KNP
- Several funding opportunities has closed for the 2018 applications

#### **Actions:**

- PW will circulate the options for funding for the next period

### **3. Appointment of Planning consultant**

- The appointment of a Planning consultant was agreed, Jacqueline Veator was proposed by PW and seconded by CB, the vote was unanimous

### **4. Any urgent issues**

- New attendee Mick Field had been introduced earlier
- Collection boxes for the Housing Needs Survey. BH had created collection boxes and PB would deliver them.
- PW provided an update on the NHDC Local plan inspection. The Knebworth session had been delayed by the Inspector
- There were two very different views on Education provision from NHDC and HCC. There was discussion on whether the KNP work could influence this situation.

## 5. **Housing and Character**

- The Housing Needs Survey forms had been provided to CG who had offered some useful amendments. The forms were now being printed
- AN had carried out Parking surveys in Great Ashby. CB congratulated AN on a Good job well done
- RO had produced graphic representations of the data collected by AN
- It was very clear that there is insufficient parking provision in Great Ashby and that almost no one uses their garage to park cars.
- Note that Great Ashby is within NH District. PW explained that there is a Parking ratio policy but the Planning departments don't necessarily enforce these ratios on developers.
- RS presented a Mind map showing different aspects of new housing provision that could be taken into account. Very few of which seem to have been covered by other NPs

## 6. **KNP Open Days**

- The objectives are to demonstrate that we are communicating with the local community and to benefit from the interest shown by the community
- The Saturday Open day is to be on 21<sup>st</sup> April from 3pm in the Committee room to coincide with the SOS Station pub group in the main hall
- Thursday 19<sup>th</sup> April was chosen for the weekday session with 3-5pm and 6 to 7:30pm as the probable times
- We need to explain the purpose of the KNP and why other residents should get involved(CB)
- Clarify the relationship with the Local Plan (PW)
- Explain that the focus of the groups was derived from the 2017 survey
- MF offered valuable input on what residents would expect to see
- Each group was asked to indicate what they would provide
- The 'Mini-hub' concept should be promoted for discussion
- It was agreed that a 'Dry run' would be valuable and it was agreed to hold this on Wednesday 28<sup>th</sup> March

### **Actions:**

- PB to produce a page for the Parish news to promote the event
- Others as above

## 7. **Date of next meeting**

- Wednesday 4<sup>th</sup> April, 2018, 8pm Village Hall
- Dry run of Open days on 28<sup>th</sup> March, 8pm Village Hall
- Open days in Village hall:
  - Thursday 19<sup>th</sup> April
  - Saturday 21<sup>st</sup> April

## 8. **AOB**

- Enhancing the positive relationship with the land owners of the main areas shown in the Local plan was discussed

### **Actions:**

- CB to invite them individually to the Open days

## Action List

Date	Action	Who	Completed
21/02/2018	Write copy for updating the KNP page on the KPC website	CB	07/03/2018
21/02/2018	Approach PA for copies of his Retail presentation and any other pertinent documentation.	GD	07/03/2018
21/02/2018	Approach Gareth Hawkins for all documents and 'thoughts so far'	CB	07/03/2018
21/02/2018	Funding pre-application must be in by March - form to be completed	CB, PW	Deferred
21/02/2018	Confirm Hall or Committee Room availability for open day	GD	Dates moved
21/02/2018	Timings for Sat 21 to be agreed with Lisa Nash. Confirm	RO	
21/02/2018	Notice in Parish Update	PW, CB, CG	07/03/2018 by PB
21/02/2018	Ask CG about copies of Parking Questionnaire	AN	07/03/2018
07/03/2018	Circulate the options for funding for the next period	PW	
07/03/2018	Deliver collection boxes and	PB	08/03/2018
07/03/2018	Clarify the relationship with the Local Plan for Open Days	PW	
07/03/2018	Edit KPC website info to explain the purpose of the KNP and why other residents should get involved	CB	
07/03/2018	Produce a page for the Parish news to promote the Open Days	PB	08/03/2018
07/03/2018	Invite main land owners individually to the Open days	CB	