

Notes of Neighbourhood Plan Steering Committee

9th May 2017

Village Hall at 8.00pm

Present:

Clint Bull (CB) – Chair

Robert Sprigge (RS) – Vice Chair – Note taker

Graham Dormer (GD)

Paul Ward (KPC, PW)

Bob Hall (BH)

Paul Ambrose (PA)

Penny Berry (PB)

Apologies:

Gareth Hawkins (GH)

Steve Hemingway (SH)

Claire Graham (KPC, CG)

1. **Minutes from previous meeting**

- The minutes of the meeting on 15th March 2017 were approved

2. **Local Plan discussion – PW**

- NHDC have passed the Local plan to the Planning Inspector
- The next step is the Inspectors many Hearings
- NHDC Local plan probably has more objections than any other in Hertfordshire
- The Greenbelt areas defined in the Local plan for Knebworth are owned by local people and KPC anticipate a positive relationship
- RS questioned NHDC's use of Windfall when referring to many recent planning applications. PW explained that although there is a fixed housing target for NH there is not one specifically for Knebworth and hence there is no figure for these Planning applications to count against.

3. **Feedback from Working Group Leads**

Generic

- Scope: Noted lots of overlap of subject areas
- Accessibility for less able applies to all Groups – Need to co-ordinate
- How much needs to be in the NP that's not already covered by the Local plan and National regulations?

Group 1- Traffic, transportation and parking (GH supported by JT)

- No report

Group 2- Local economy (including Retail restaurants and Bars) (PA)

- Will consider the spread of retail locations around Knebworth noting the location of new housing
- Consider if there is a preference for local rather than national chains
- Communicate with Freeholders of commercial property
- Be wary that surveys of residents could have an underlying bias in asking for services that they won't actually use in practice

Group 3 -Environment and Flooding (GD)

- Produced a Mindmap of relevant subjects
- Need to evaluate current recreation grounds, usage and maintenance

Group 4 -Housing and Character (RS)

- Learned that Secondary, i.e. Desk research, is a better starting place than a Survey. Starting with researching and documenting Current situation and Trends
 - Previous Knebworth Plan should provide a valuable reference point
- Need to understand what 'Affordable housing' means
- Spoken to Darren at Mather Marshall
- ToR produced

Group 5 –Schools (BH)

- Need to clarify the scope, e.g. Nursery provision (Private providers)
- Hearing very different views about the Secondary school situation
- Need to understand views of those with appropriate knowledge
- Need to understand HCC's position given the planned increase in housing

Group 6 -Well-being (to include medical and public services) (PB)

- Scope: Does this include Library, Sports & Leisure?
- Will research ONS Statistics at Neighbourhood level
- Will approach GP Practice manager

4. Communications, Documents and Secretary– CB

- A need for the following was highlighted:
 - Communications Group
 - i. Make contact with survey respondents
 - ii. Publicity and 'Marketing'
 - iii. Open meetings
 - Document Control Group
 - Committee Secretary
- Group Terms of Reference should be standardised
- Minutes of 15th March were recommended as a template for future Steering Committees meetings
- GD will draft a letter to those who have shown an interest in the NP and given contact details to invite them to get involved
- GD will request access to the NP Survey database for the January survey data

5. Parish Council AGM – CB

- Covered within Local Plan above

6. Hertfordshire Association of Parish and Town Councils

- HAPTC have organised a NP event for 24th May to provide expert advice and guidance on the creation of NPs
- KPC have paid for two spaces – CB and PB to attend
- Details at haptc.org.uk/neighbourhood-planning.html

7. Date of future meetings

- Dates are to be planned for a number of meetings ahead, rather than just the next one
- Day of week will be varied as some cannot make particular days

8. AOB

- None

9. Date of next meeting

- See above