

"Knebworth aims to be a vibrant and inclusive village community, a great place to live that is distinct and separate from its neighbouring communities. A place that aspires to good design and improved environmental performance where everybody has access to green spaces. A community that will accommodate sustainable growth and development in its population, services and infrastructure that embraces our values, has the minimum impact on local nature and wildlife and that ensures Knebworth's fundamental rural character is maintained."

**Minutes of Knebworth NP Steering Committee meeting
held on 17th April 2019, 8.00pm in the Village Hall**

Attendees:

Graham Dormer (GD, vice chair)
Roy Oostwouder (RO)
Jacqueline Veater (JV)

Paul Ward (PW, KPC)
Claire Graham (CG, KPC)
Penny Berry (PB) (Note taker)

Apologies:

Clint Bull (CB, chair)
Robert Sprigge (RS)
Phil Skinner (PS)

Andy Nation (AN)
Lisa Nash (LN)
Lorna Allen (LA)

1. Minutes from previous meeting

- Agreed

2. Review of Open Day comments and feedback (JV)

- JV to recalculate the feedback tables to show responses as a percentage of comments on a specific issue rather than total responses overall.

Traffic, Transport and Parking

- Following the level of comments received and discussions with stakeholders during the Open Day, it was decided to strengthen TT&P policies, particularly KBT2 (new wording tabled and discussed)
- It is hoped to influence S106 agreements. JV said these might be argued but persistence can work. These changes are needed as soon as possible to send to NHDC for comments, JV has received bad/wrong feedback in the past.
- PW suggested that S106 funding should be one of the conditions of planning approval.
- There will be a list of definitions at the end of the final document, CG asked everyone to define as they go along and put on Dropbox.
- GD/PS/GW had produced a high level scope for a Traffic Management Study for discussion by the Steering Committee, for use by whoever does the survey, using existing methodology. GW (Gavin Wicks) will be providing additional detail on methodologies. JV said this needs to be different from modelling.
- It had been suggested that a funding application is made to the Housing Infrastructure Fund (HIF) for funds for viability studies and construction funds for the following:
 - Extension of the pedestrian tunnel under the railway lines through to Kerr Close for pedestrians and cyclists.
 - Potential new routes such as the eastern and western bypasses, which are now suggested in the NHDCLP main modifications.
- Proposals are needed to mitigate the detrimental impact from accumulative, increased traffic within the parish and neighbouring developments.
- Parish Online has a record of traffic incidents in the area, which may be useful.
- The traffic survey can be sent to NHDC any time after amendments with a request for a meeting.

Local Economy

- GD is looking to modify the KNP-LE policies to require that additional or future developments in the High Street are set back from the current building line, with a view to widening the road a little to ease traffic flow. For example, the sand yard has now been sold on. It has existing planning permission, but new owners could submit new proposals.
- CG said that it is likely that Jacksons could be sold in the near future and any plans could prove a valuable opportunity to require the shop line to be pushed back.
- GD asked if it's made a requirement to move back, is compensation necessary and would NHDC adopt the extra footpath?
- There was general support for this idea and JV suggested that a study is done to make setting back by a certain amount a positive proposal.
- One of the Parish Councillors wants to write something about defining the village centre as this area has been reduced by definition within the NHDCLP. The NHDCLP has removed everything beyond Station Road.

Wellbeing

- PB had reviewed the comments. Of those who had responded, most agreed with Wellbeing policies or, alternatively, had no particular view. Therefore, the Wellbeing policies will remain the same. There were several comments relating to obtaining GP appointments and that the library had moved, without appearing to understand that these are not matters relating to the NP.
- CG suggested clarification could be made at the Annual Parish Meeting on 1st May.
- To help address some of the feedback received from the Consultation, it was agreed that a short presentation on the current status of the KNP could help clarify some of the confusion regarding NHDCLP v KNP. PW will give an initial outline view, followed by GD who will try and direct the comments into relevant categories. JV suggested three categories: "NHDCLP, KNP, Not Planning". Anyone who can help categorise the comments into these groups, please forward to GD as soon as possible.
- The old grain silo in Swangleys Lane was discussed. When drawing up a list of landmarks and iconic buildings in Knebworth to be considered under the KNP, this building had been suggested as a local landmark. A letter from the TW family had highlighted that the building wasn't that old, was structurally unsound despite previous renovation works and had been targeted by vandalism. It was agreed that the poor state of repair and safety issues around the building had not been realised and that it should be removed from the list of potential landmark buildings. CG will remove it from the asset map and spreadsheet.
- PW to contact the TW family directly to advise them of its removal from the list.

Infrastructure

- There is nothing in the NHDC Local Plan on infrastructure. HCC not providing.
- CG said there are already standards expected to be reached by developers if the roads are to be adopted. However, it should not be assumed that all roads will be adopted, eg Oak Tree Gardens is not adopted and the residents are responsible via a management agreement.
- GD suggested that developers are made to build roads to meet adoption standards.

Built Environment

- JV is to contact RS regarding changes to the BE policies.

Schools

- It was agreed that Bob Hall should be contacted regarding any comments on the current School's policies. **Action: JV**

3. Infrastructure before building (RS)

There were three items submitted for discussion at the meeting, however these were already currently being addressed by the TTP group as follows:

- *Proposed pedestrian/cycle tunnels adjacent to the two road bridges* - this was being considered by the TTP group under a transport review as suggested in the AECOM report, and for which the high level scope was discussed earlier in this meeting.
- *Proposed access/bypass road adjacent to A1(M) linking Bridge Road to Old Knebworth Lane, paid for by developers* – other routings have also been suggested and are being considered (by landowners) along with potential eastern and western bypasses. These have been included in the high-level scope document for the transport survey.
- *Parking off-road for new houses* - this is already covered within the Parking policies of the TTP Group.

4. Next Steps (CB)

The next big milestones are:

- Based on any feedback from the Open Day Consultation, any revisions/additions to policies for each topic group should be forwarded to JV by the end of April. **Action: Groups Leads. Deadline: 30th April.**
- Initial submission of all policies to NHDC with a request for a meeting, which may take some time to be arranged. The policies can be added to/revised if necessary at this stage. **Action: JV**
- Application for a transport survey as soon as funding opens. **Action: CG/JV**
- Presentation at the Annual Parish Meeting. **Action: CB?, PW/GD**
- Following discussion and possible amendments on policies with NHDC, submission to the Parish Council. **Deadline: 31st May for CG to submit to Parish Council meeting on 12th June.**

In order to move forward to achieve the above milestones, the following needs to be done:

- Each group lead to produce a narrative to show background research and evidence to explain the justification of how objectives and policies were arrived at. Evidence, photos, etc to be included. **Action: Groups Leads. Deadline: 4th July for CG to submit to Parish Council meeting on 10th July.**
- NHDC insist that submissions are presented in a Word document format and therefore a style guide is required. RO was asked to produce some examples/templates for use as soon as possible please. JV could help if required. **Action: RO**
- "NHDCCLP, KNP, Not Planning". Anyone who can help categorise the comments into these groups, please forward to GD as soon as possible. **Action: All**

3. Date of next meeting

- Wednesday 15th May 2019, 8pm in the Village Hall