



<https://knebworthneighbourhoodplan.org.uk/>

“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 19th May 2020, 8pm, at home via Zoom**

Attendees:

Clint Bull (CB, chair)	Jacqueline Veater (JV)
Graham Dormer (GD, vice chair)	Roy Oostwouder (RO)
Phil Skinner (PS)	Lorna Allen (LA)
Paul Ward (PW, KPC)	Robert Sprigge (RS)
Claire Graham (CG, KPC)	Andy Nation (AN)
Penny Berry (PB) (Minutes)	

Apologies: Lisa Nash (LN, NHDC)

1. Team catch up (CB)

- Everyone well and coping with the lockdown.

2. Minutes from previous meeting - agreed with one minor correction of 31st May, not 30th May, as the final extension date of the consultation period.

- Minute taker - PB

3. Update on responses (RO/GD)

• How many have we had?

- To ensure that all responses are recorded, RO will double check and re-send the names of those received to GD. **Action: RO**
- Currently only seem to be comments from 9 residents, GD would have preferred in the region of 20-30 to get a broader view.
- Responses from all Statutory Consultees now received which gives 89 lines of responses to consider. The total, including the residents' comments received so far is 199.
- Many responses are related to the Introduction and Objectives.
- Many comments are relative to the NHDCLP not the KNP. It was suggested that these should be put together and forwarded to Lisa Nash and Steve Deakin-Davies for potential input into NHDC.
- GD had forwarded a spreadsheet containing the comments received to committee members, JV explained the layout. GD was congratulated for his work on separating out the comments and relating them to individual policies.

- JV agreed that he had been correct in not summarising comments as this can lead to misinterpretation.
 - Everyone should now start familiarising themselves with the spreadsheet and making comments where appropriate. This will produce an audit trail. Topic Leads should definitely make comments on anything within their sections, plus everyone should review and comment where necessary on general sections. **Action: Topic Leads and All**
 - Every submission will be given an ID No for reference, but individual names will not be published.
 - Anyone on the KNPSA can make comments personally. AN had sent CG an email containing comments. For inclusion in the Consultation review process, these comments must be on the official form. **Action: AN**
 - There was a discussion on minor changes to the layout of the spreadsheet for ease of recording review comments. **Action: JV/GD**
 - On comments relating to rewording our Objectives, JV urged caution as these would then need to be reviewed against our policies.
- **How can we increase the response rate?**
 - Any committee member who is part of a local street WhatsApp group could encourage their neighbours to make some comments online. **Action: All**
 - Committee members could encourage their local friends and members of other organisations to make comments. **Action: All**
 - GD had produced a "reminder" poster to be displayed in various village locations. See AOB.

4. Response from Phil Tubb and Kathryn Tubb-Wallace

- The KNPSA had received a comprehensive response from these local landowners, with further comments expected soon from their development partners, Gladman. GD will assign each comment to the relevant policy sections for due consideration by the Steering Committee at the end of the consultation process. **Action: GD**
- CG had received an email from Henry Lytton Cobbold at the start of the consultation period. CG will forward the email to PW and PW will contact him with a reminder to make any comments before 31st May. **Action: CG and PW**

5. Promoting Government Initiatives (GD/RS)

- **There have been several recent Government initiatives including: Promoting cycling and walking; Trial for 'e-scooters'; Wider pavements for cycle lanes**
 - RS pointed out that a recent government announcement regarding increased funding for cycle lanes and wider pavements aligns exactly with current HCC proposals between Welwyn and Stevenage.
 - CG had contacted Richard Thake and it appears that the area being considered is the section of road between Station Road and Station Approach. CG was advised that a consultation would be launched by early next week (around 26th May).
 - It was agreed that most people categorised e-bikes with ordinary bikes, but it could help to mention technology for sustainable transport. This might help future proof the Plan.
 - E-scooters could perhaps be incorporated into the Plan by adjusting the wording to walk ways, cycle ways and e-scooter ways.

6. CPRE Housing Design Audit (RS)

• **Implications for us**

- RS had circulated a link to this recently and suggested that committee members read through it to see if there is anything relevant to the KNP. Discussion included retro-fitting SUDS, topology, not siting bungalows near the tops of hills, community facilities. GD suggested that these could be interesting ideas but not enforceable.

7. A.O.B.

- Reminder for each committee member to make contact with as many people as possible and encourage comments on the draft KNP. **Action: All**
- Reminder poster. Discussed and slight adjustments made. GD will display around Knebworth as usual and on social media. **Action: GD**

8. Date of next meeting

Tuesday 16th June 2020, 8.00pm, at home via Zoom