

“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 16th June 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)	

1. Team catch up (CB)

- Everyone well and coping with the lockdown.

2. Minutes from previous meeting - agreed.

- Minute taker - PB

3. Update on responses (GD)

- **GD reported that there had been:**
 - 324 individual comments from a total of 27 residents and organisations
 - 90 individual comments from six statutory consultees
- **How comfortable are we with the level of responses?**
 - JV said that the level of response was good under the circumstances, but had checked with Clare Skeels at NHDC to make sure.
 - CB said that most of the comments had been well thought through.
 - GD had obviously read every comment as he entered them on the spreadsheet. It is clear that the difference between the NHDCLP and the KNP is still not understood by many residents.
 - There was a discussion on the best way to address this misunderstanding and get the message across so that people knew what they were voting for in the referendum and that, by voting against it, they would not stop the housing.
 - It was agreed that there should be a clear statement at the beginning of the Introduction to the Plan to explain this.
 - Future communications via the Parish News and social media should try to clarify this again.
 - Comments from Gladman that the KNP doesn't give value in supporting delivery of the NHDCLP were noted. This is unsurprising as many Knebworth residents do not support the NHDCLP and accordingly this is expected to be reflected in their comments.

- GD had been impressed by the number of departments within HCC that had been circulated for comments and their resulting mainly positive feedback.
- It was considered that NHDC comments were helpful and worth taking on board.
- A message from Clare Skeels to JV noted that it was the first NP in the area to received positive comments from HCC.
- Comments, again from Clare Skeels, said that the LTP was not strategic, but to check with the emerging NHDCLP Policy SP6 on sustainable transport. **Action: JV to send relevant comments to PS**
- PS said that revised comments are close to HCC with regard to linking bus routes and bike lanes through Knebworth.

4. AECOM report (JV)

- **Issues raised regarding status of AECOM report**

- The AECOM report had received some negative comments, which JV said was the first time she had ever encountered a challenge to a technical document. This situation needs to be addressed in order to stop future challenges.
- It was agreed that the entire document should be kept as a background document, with specific extracts taken from it and inserted into the main text to provide clarity in the right areas.

- **How do we incorporate it into the plan?**

- There are two ways this text could be presented, either written into the relevant policy or a separate (AECOM) box. JV will think about it and advise which would be better. **Action: JV**
- In the meantime, all subject leads are to review all references to the AECOM Report from all consultees and draft a proposed revised policy with the relevant section of the report included. **Action: Subject leads - deadline week beginning 13th July.**

5. Discussion of issues raised (JV)

- JV had produced a list of issues arising from selected comments by subject leads.
- The comments were evaluated to provide a guide on how to deal with all comments. We will then need to make a plan on how to overcome the issues.
- The line numbers in brackets are just examples.
- Comment by a committee member, where unclear, can be followed up separately. **Action: JV**

6. Next Steps and Future Programme (CB/JV)

- GD proposed going through LE responses, making some changes and proposing some revision wording for policies and policy texts to be offered to the committee for review.
- GD and CB will liaise on comments within the Introduction where clarification is needed. **Action: CB and GD**
- PS is planning minor changes to Objectives but needs feedback from NHDC on how to approach HCC. PS also queried whether the use of the 'oppose' would be seen as too strong and too negative and whether it would affect the whole Plan or just TT&P. There has been a recent directive to ensure LPs and NPs are more positive. JV needs to read the comments in question and liaise with PS on wording. **Action: JV and PS**
- Need to balance the Introduction between addressing residents' concerns and demonstrating Knebworth's background to the Examiner.
- The next steps are:

- GD will put the latest version of the spreadsheet on Dropbox in a sub-folder (post Regulation 14 work?) within the Regulation 14 folder on Dropbox and advise CG once completed. **Action: GD**
- CG will reinstate write access to all for this document. **Action: CG**
- Committee members to review the spreadsheet again, especially where JV has made comments (in an additional column) and revise if required. **Action: All**
- Initials of the committee member to be put within square brackets before each comment. **Action: All**
- In addition, all subject leads are to review all references to the AECOM report and extract sections of text that relate to comments made. These should be put with the relevant policies and draft policy rewording produced. These should be put in a Word document for further review.

7. A.O.B

- CG and JV to liaise regarding a Locality grant application as soon as possible. **Action: CG and JV**

8. Date of next meeting

Wednesday 15th July 2020, 8.00pm, at home via Zoom