

“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 August 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)
Robert Sprigge (RS)	Andy Nation (AN)
Paul Ward (PW, KPC)	Penny Berry (PB) (Minutes)

Apologies: Claire Graham (CG, KPC)

1. Team catch up (CB)

- Everyone well and coping with the continued Covid restrictions.

2. Minutes from previous meeting - agreed.

- Minute taker - PB
- **Matters Arising** - review of Actions

Outstanding actions carried forward for completion:

- GD had been unable to rename the spreadsheet tabs, however the information in the spreadsheet will be transferred into a Word document for submission of evidence, so now not necessary.
- Completion of section reviews and spreadsheet comments. **Action: LA to finalise on Flooding after late information being received.**
- All spreadsheet comments received by 29th July deadline, are now on the spreadsheet. Outstanding comments and text revisions to be sent to GD as soon as possible. **Action: RS and LA**
- To ensure that every comment has a response of some sort from the KNPSC, GD will review the spreadsheet and see if he can make a comment. If not, he will draw these to the attention of the topic lead. **Action: GD**
- RS highlighted that calling the Built Environment section as such confused some people into thinking it involved every type of building, eg a football club. Everyone should go through the comments to find those relevant to their own section. RS will go through the spreadsheet and note the paragraph numbers. **Action: All and RS**
- There was a comment on removing the list of Non-Designated Assets. JV said this was unusual and would talk to NHDC about this. **Action: JV**
- JV said this would be a good opportunity to talk to Clare Skeels and suggest a meeting. The meeting to include CB and GD. **Action: JV**

3. New Government White Paper on planning (GD/RS/JV)

There was a discussion on the new White Paper including:

- Whether to respond individually or as a group to the current 26 questions consultation.
- NPs in future will be need to be machine readable, although JV said this point is more complicated and she needs to check compliance.
- In general the proposals are very positive and supportive of NPs.
- National Design Codes are likely, as will be the case with LPs. The AECOM report could potentially be very useful in this context.
- We have followed the current process and should continue as quickly as possible.
- The NHDCLP examinations are most important at the moment. Confirmation of attendance needs to be by 31st August. Supporting comments and statements should be submitted by 16th September and the examinations will start on 28th September.
- JV will review the MIQs. **Action: JV**

4. Local Plan - comments from the Inspector

- Despite an Objective Assessment of Housing Needs reducing the expected population growth from 14,000 down to 11,500 (13,000 including Luton), NHDC had no intention of removing any site allocations from their LP.
- There has been a lot of windfall building over recent years. CG should have these figures.
- Relevant to Knebworth are Matter 21 - Actual Need; Matter 22 - Supply of Land; Matter 29 - New Classes.
- GD has put some documentation on Dropbox.
- The NP Housing Needs Survey was in early 2018 but not responded to well.
- PW will accept any relevant thoughts for discussion with the KPC and will advise if any specific information is required. **Action PW and All**

5. Progress on amendments to KNP content

- Agreement on 'Preamble'. JV will send some minor amendments to wording, including landowners and land availability. **Action: JV**
- Section 3.1 of the AECOM report will be an additional Appendix and used as the NP Design Code.
- Other sections of the AECOM report can be referred to within the text.
- JV commented on the increase in size of the E&F section. There are several additional photos, eg property flooding, Oakfields Road Picton houses. These were necessary from comments received. Additional references can be removed if necessary.
- Changes to the main introduction and the TT&P introduction have been completed.
- The Schools section needs to be updated. **Action: JV**
- The Development Strategy and Implementation Sections need reviewing and amending. **Action: JV**
- CB has reworded the Retention of Separation policy by clarifying existing Green Belt and what will be the new Green Belt. Revised text has been sent to JV.
- Arrows in the maps are wrong. GD will try to amend. **Action: GD**
- The size of the maps and difficulty reading them were discussed. They will be presented as fold-out maps in the final document.
- Wellbeing text completed. The Local Green Spaces and Recreational Green Spaces issue has been dealt with.
- Spreadsheet of Important Buildings and Monuments needs adding to the document.
- CB is to update the Consultation Statement. JV advised that a lot should be written about how we dealt with the restrictions due to the Covid-19 lockdown situation. **Action: CB**
- Following this, GD can update the Basic Conditions Statement. **Action: GD**

6. Action Plan Review

- PS had found and circulated the original full list of the Action Plan for review. Committee members had sent additional items for inclusion. An updated version was then circulated. Items in red have already been approved by the Parish Council. Items in blue are additional 'wish list' items.
- PS offered to produce a list of potential projects for Section 106/CIL funding and circulate. Committee members to advise PS which items should be included **by Friday 28th August. Action: All**
- PS will then compile and circulate a new 'preferred' list with rough estimates of probable costs. **Action: PS**
- A list with rough costs would demonstrate to the wider population that we've listened to their concerns and are trying to address them. It won't be a separate Appendix, but CB can then refer to it in the Consultation Statement and it will be in the public domain.

7. Next Steps and Future Programme

- The revised NP document will need to be reviewed by the Parish Council as soon as possible and approved for submission.
- NHDC will run the Regulation 16 Consultation. We will be able to see any comments made and may need to be consulted.
- NHDC will invite residents to comment, but this will not be in the form of a leaflet to every household.
- There are concerns among the committee that the residents think that by voting 'No', they are voting against the houses being built.
- We need to find a way of differentiating between 'Yes' to houses and 'Yes' to design and mitigation.
- JV will send the revised project plan to PB for inclusion with the minutes. **Action: JV**

8. A.O.B

- Discussion on potential bus re-routing. NHDC are supporting redirecting a bus from Codicote to include Knebworth. There is potential here for reducing commuter rail parking.
- GD suggested adding a reference to this in the TT&P section.

9. Date of next meetings

Wednesday 16th September 2020, 8.00pm, at home via Zoom

Wednesday 30th September 2020, 8pm, at home via Zoom (to be changed if behind schedule)