

MUCH HADHAM PARISH COUNCIL NEIGHBOURHOOD PLAN

Minutes of the Meeting of the Neighbourhood Plan Steering Group held in the Much Hadham Bowls Club on Tuesday 12th January, at 7.30 pm

PRESENT: Cllr Ian Hunt (Chair), Cllr Penny Taylor (Secretary), Martin Adams, Mark Ashwell, Michael Byrne, Neil Clarke, Cllr Ian Devonshire, Mari Fleming, Ken Howlett, Hugh Labram, Lynne Mills, Bill O'Neill and Cllr Alex Young.

IN ATTENDANCE: Ten residents of the parish

1. CHAIRMAN'S WELCOME

The Chairman welcomed everyone to the meeting, with a special welcome to ten parish residents, who were in attendance.

2. APOLOGIES FOR ABSENCE

There were no apologies for absence.

3. DECLARATIONS OF INTEREST

There were no declarations of interest.

4. MINUTES OF THE LAST MEETING

The draft minutes of the meeting held on 8th December 2015 were accepted as an accurate record.

5. MATTERS ARISING

There were no matters arising.

6. UPDATE/PROGRESS AGAINST TIMETABLE

It was noted that the Steering Group were on track with the timetable produced at the Workshop, i.e. the Vision Survey was ready for distribution. It was agreed that Mari and Martin would meet to combine this simple outline time plan with the more detailed version she has created.

7. RESIDENT'S SURVEY

The Chair described the Vision Survey which could be completed on-line. The link had been sent to everyone on the NP Residents' email address list, as well as the Neighbourhood Watch email list and members of the Perry Green & Green Tye Society. In answer to a question from a resident, Penny explained that for those who preferred to complete a paper version of the Vision Survey, hard copies were due to be dropped through every letter box in the Parish, at the weekend.

8. LOCAL PLAN PROGRESS

The Chair explained the Village Hierarchy Study, which ranked villages dependent on their services. Due to our school, we are a Group 1 village, which denotes a housing target of 10% of housing within the designated development boundary. Based on the 2011 census, there are 540 houses within the village boundary, which means 54 houses will need to be built between now and 2031.

Ian D. informed the meeting that the District Plan meetings were provisionally set for 25th February, 7th April and 28th April, increasing in frequency as the plan was nearing publication. He went on to explain the importance of the planning application for 3 houses on the Station Yard on the edge of Miller's View, hopefully to be heard by the Development Management Committee on 3rd February. If this planning application was accepted, even though it contravenes two policies from the 2007 District Plan, it could provide a precedent for building outside the village boundary.

The Chair described the Strategic Land Availability Assessment (SLAA), where EHC have published their draft assessment of all the sites outside the village boundary that landowners and developers in our parish have put forward as having development potential. Without exception, they have been rejected. However, 3 of those sites are identified as being potentially suitable if the NP supports an extension of the village boundary around them. The three sites are in New Barns Lane immediately behind North Leys, Station Yard and the Allotments (although this would be dependent on an alternative site being identified for the Allotments).

There followed a discussion to explain clearly the difference between village boundary, parish boundary, and for the purposes of the Neighbourhood Plan development, the designated village development boundary.

9. RESIDENTS' COMMENTS

In answer to a query on development on land along Kettle Green Lane, this was highly unlikely based on the draft SLAA, but the NP is acutely aware of the risk of development being applied for before the NP was produced.

10. POLICY LEADER UPDATES:

The Chair advised that he wanted the Policy Leaders to be more active in taking control of the agenda.

i. Development Land

The village boundary referred to by the NP is always the development area along the village main street from New Barns Lane to Station Road. Following government guidelines we are urged to consult landowners, e.g. Chaldean Estate and Foxley Developers, to see what plans they may have. If we don't identify land for development, it could be imposed upon us by East Herts. The type of housing that will be required is for discussion further along the process.

Green Tye and Perry Green are hamlets, and housing development policy is NOT to build in small communities, so building is limited to within the Much Hadham village boundary. As the hamlets are part of the Parish, residents will be included in the consultation process.

ii. Housing Options

Ken Howlett and Ian Hunt had met with Circle Housing (the only provider of Social Housing in the Parish) and his report had been circulated via Dropbox. There are 65 dwellings of Sheltered Housing (warden assisted) in the Parish, and 49 dwellings of affordable housing. These are made up mainly of 2-3 bed, with some 1 bed and some 4 bed. There are 4 "shared ownership" houses. There has been no new social housing for 13 years. There are 414 on the housing need register in East Herts who had said they would like to live in Much Hadham, 216 needing 1 bed, 140 needing 2 bed, 44 needing 3 bed and 13 needing 4 bed. A total summary of social housing would be circulated via Dropbox shortly.

iii. Natural & Built Environment

Martin had identified the common and green areas with the help of the Hertford Ecology & Biodiversity Officer at EH. He was extremely helpful, and confirmed that other NP were all putting in very similar policies, e.g. leaving green corridors, and avoiding flood risk areas. It was agreed Martin could apply for all the environmental data for Much Hadham at a cost of £50.

Martin has started a draft NP outline and suggested each Policy Leader started putting things down on paper, in whatever format, simply to help drive discussion forward.

iv. Education, Health & Public Transport

Hugh reported he has spoken to the Chair of Governors at St Andrew's School to ascertain their wishes for the future, e.g. parking issues. They confirmed they are able to accommodate children of 54 new homes, as currently they take a number of children from outside the Parish.

He has spoken to the Dental Surgery. They would be interested in moving to new premises if the opportunity arose. He had not been able to make contact with someone from the Surgery as yet. Public transport is limited to the 351 bus (operated by TrustyBus c/o Galleon Travel, Roydon). Hugh will speak to them about their plans for the future, and whether bus stops locations are in sensible places etc.

- v. Business & Employment
Mark had nothing as yet to report. However the Chair is making arrangements for a group of 3-5 members of the Steering Group to visit St Elizabeth's, to learn about our largest local employer.
 - vi. Community Groups & Facilities
Neil is in the process of developing questions to ask the Community Groups. What sort of village do we want in terms of community groups and facilities? Which age group should the focus be on bearing in mind that census data gives MH as an aging village, with many young people but a gap in the middle years.
 - vii. Infrastructure
Together with Cllr Devonshire, Alex is arranging a meeting with the Highways Department to conduct a survey of the available parking facilities within the village. The results of the survey should inform the Plan.
 - viii. Communications Update
Mari confirmed the website would be online in a couple of weeks. MHPC Facebook page was now up and running again, but from scratch with no history. There is also a Facebook page for MH NP. Mari will visit anyone who is not sure of how Dropbox works. She explained she was setting up a CONVO web page, which is a private enterprise social network for real-time collaboration. It is easier to stay in touch with project colleagues than using Dropbox or email. She will bring a demonstration to the next meeting.
11. CONSULTATION EVENT - PLANNING
The Chair explained the intention is to hold an event in the Village Hall with a view to asking residents "What housing do we want and where do we want it built?" Each Policy Leader will have display boards with maps, information, statistics etc. Blank "post-it" notes will be available for residents to write their thoughts, suggestions, and questions on (anonymously) and stick them on the boards. Policy Leaders will be on hand to discuss any queries that arise. Hopefully the Steering Group can draw on all the information thus provided to draw up proposed policies. Proposed dates are Saturdays 5th or 12th March, which have been reserved with Wendy Duncan, and it was suggested the event could be combined with the Annual Parish Meeting (not to be confused with the Parish Council Annual Meeting on 3rd May). Lynne reported that Claire Uwins would help with the event, but not organise it.
All Policy Leaders agreed to meet together with the Chair to discuss exactly what would be displayed on each board. (Monday 18th January at 7.30pm at Ken Howlett's home.) A budget would be required for the event, e.g. paper, printing, refreshments.
12. STRAP LINE
The strap line "Our Parish, Our Future" proposed by Alex Young, seconded by Ian Hunt, and approved unanimously.
13. ITEMS FOR NEXT AGENDA
The results of the Vision Survey.

14. CLOSING COMMENTS

The Chair hoped the attending residents had found the meeting interesting and informative. It was suggested that perhaps the names, roles and responsibilities of the Steering Group, with contact details, be published on the website. It was suggested that a list of Stakeholders be published on the website, to invite stakeholders not listed, to make themselves known. Hugh Labram suggested creating a number of maps with all the different "boundary" lines overlaid.

The Chair thanked everyone for coming, and the meeting closed at 9.15 pm.

AGREED ACTION:

Mari Fleming/Martin Adams: Meet to discuss Timetable.

Martin Adams: Obtain Environmental Data for MH at cost of £50.

Ian Hunt (other members): Arrange and carry out visit to St Elizabeth's.

Mari Fleming: Visit members regarding Dropbox.

Policy Leaders: Hold planning meeting for consultation event

15. DATE OF NEXT MEETING

TUESDAY 9th FEBRUARY 2016 at 7.30pm in MH Village Hall Green Room

Future meetings dates,

8th March – Bowls Club
12th April – Bowls Club
10th May - Green Tye Mission Hall
14th June - Green Room
12th July – Green Room
9th August – Green Room
13th September – Green Room
11th October – Bowls Club
8th November – Bowls Club
13th December – Bowls Club

PAT – 18/1/16