

SPC Standon Parish Council

Clerk of the Council – Ms. Belinda Irons
14 Crawley End, Chrishall, Herts, SG8 8QL
Tel: 01763 838732

MINUTES OF THE MEETING OF THE SPNDP STEERING GROUP HELD ON TUESDAY 15th SEPTEMBER 2015 AT 7.45pm AT THE STANDON AND PUCKERIDGE COMMUNITY CENTRE

Present Mike Gill (Chair), Claudia Chalkley, Warren Pickering, Jennifer Heaven, Colin Jenkins, Neil Johannessen, Dick Rainbird MBE, Maureen Wren, Brenda Howard, Jan Cunningham, Jonathan Law, Karen Faulkes
Griffiths Environmental Planning: Jed Griffiths

Public: 0

15.89 Apologies: John Riris, Graham Cowell, Michael Baker QC,

15.90 Minutes of the meeting held on 28.07.15:

Minutes were agreed as a true and correct record of the meeting.

15.91 Declaration of Members' Interests (disclosable pecuniary interest/another pecuniary interest/a non-pecuniary interest): none

15.92 Steering group membership – review attendance and consider any requests to join Steering Group:

PROPOSAL: *That Michael Baker QC is appointed to the Steering Group with immediate effect.* PROPOSED: Brenda Howard, seconded Jan Cunningham.
AGREED AND RESOLVED UNANIMOUSLY

15.93 Comments from non-committee members attending (limited to three minutes): none

15.94 Land Allocation and Site Assessment:

Land Allocation Group meeting and results: update: Mike Gill

Land allocation is an extremely sensitive area, and a great deal of discussion had been undertaken regarding confidentiality, provision of a confidentiality agreement, and who would be required to sign such a legally binding document.

Following lengthy and detailed discussion, there was full agreement that implementation of any such document would be put on hold until a delegation of the Steering Group has attended a meeting with East Herts District Council Policy Department regarding land assessment criteria. Once this meeting has taken place, a re-evaluation of the requirement for a confidentiality agreement will be undertaken.

Policy development: land use assessment and criteria:

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Significant work has been undertaken on this element. However, it does need to be in alignment with EHDC land assessments, and to that end, a meeting will be arranged to discuss the Steering Group assessment. There was full agreement that the Land Use Group will retain this confidential information discussed until such time as the proposed meeting has taken place.

Dick Rainbird offered to do a presentation on the proposed north and south Standon bypass routes so that the implications of development on both routes could be understood.

NEXT AGENDA

Discussion:

The clerk reported that a representative of Strutt & Parker had telephoned her commenting that they had been advised to complete the questionnaire to ensure representation. The clerk advised the representative that the questionnaire did not contain questions seeking sites, or the suitability of sites, for development. The questionnaire was designed to obtain information from the parish which would inform the Neighbourhood Plan. Once the representative had viewed the online questionnaire, he was in agreement with the comments made by the clerk. The clerk has suggested to Strutt & Parker that a further questionnaire or survey will be undertaken for land owners and agents, and also for businesses. Those present at the meeting supported this position, and further commented that site allocation and business surveys would probably take place early next year.

There was general agreement that landowners and agents should be invited to a meeting to put their view points across. It would be very difficult to contact directly all landowners, as not all landowners are known either to the group or the Parish Council.

NEXT AGENDA

15.95 Parish Survey: update: John Riris: by email

Survey Update as of 14/8/15:

189 responses have been received by post and 126 online
Peter Jackling is estimating around 600 by the close

Publicity - Banners around the Parish to promote survey- WP
Parent Mail -NJ

Mercury - Waiting on article by Paddy Dinham for the past 2 weeks, this is moving very slow after chasing him up twice.

PS news - NJ article. Refined

Surveys available in Steve wilde butchers, TG's, Days Bakery, Something Lovely

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Jonathan Law commented that there is significant Facebook activity immediately following a publicity release, so every effort should be taken to maximise publicity outlets.

15.96 Vision & Objectives:

Creation of Vision and Objectives Statement for Neighbourhood Plan

Steering Group members are to email their thoughts to Jonathan Law and he will produce a draft in advance of the next meeting. **ACTION: JONATHAN LAW**

15.97 Communications Team: publicity update

Notices have been distributed across the parish, and banners will be erected as soon as possible. The Steering Group has a table at the school event this Saturday.

15.98 Evidence gathering: update from topic groups: ongoing.

Colin Jenkins will provide a document he has devised which provides web links to different neighbourhood plans, and also to evidence for topics.

15.99 Grant/Financial Status

Locality funding: next grant application

Colin Jenkins has produced a detailed spread sheet and word document explaining the financial position. He has produced the document detailed below to inform the group:

SPNDP Income and expenditure statement suggested changes

1. The accounts just circulated with the agenda for the 15th September SG meeting were updated with information from the Council just before dispatch, and since then I have had further details of the IDA survey costs to compare with the Locality grant details, and can take the figures further.

2. Note 2 Income and Expenditure statement already shows that if the full amount of £1,048 originally earmarked out of PC funds for a mailshot were released, the o/d figure of £1,246.64 would reduce to £198.64 o/d.

3. The Locality Grant includes two items, £693 for "*Budget item 2: Project costs, 2.1 Questionnaire/Housing Needs Survey*" and £588 received for "*2.2 Mailout cost*".

Subject:

(a) to checking their loan conditions, and

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- (b) to confirmation that the survey does count as a housing needs survey (Jed?), and to
- (c) checking a breakdown of the IDA survey invoice to confirm that their charges are equal to or greater than these figures, these sums could also be released.

4. The o/d would then be wholly discharged, and the Group would have a credit balance of £1,082.36.

Note:

- I had originally understood that the quotation of £7,102 covered all the work originally discussed, but I now understand that the summary report, and the analysis of more than one of the open-ended question responses, are not included.
- I gather that the summary would cost £840, and I am not sure of the cost of analysis of more open-ended questions – possibly £210 each.
- I am assuming that the IDA fee includes the Business reply licence (£95) and the estimated postage on the returned surveys (£155).

15.100 Dates of next meetings

Tuesday, 13th October

Tuesday 17th November AGM