

# **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 13<sup>th</sup> OCTOBER 2015 AT 7.45pm AT THE STANDON AND PUCKERIDGE COMMUNITY CENTRE

**Present** Mike Gill (Chair), Claudia Chalkley, Warren Pickering, John Riris, Jennifer Heaven, Colin Jenkins, Neil Johannessen, Dick Rainbird MBE, Maureen Wren, Brenda Howard, Jan Cunningham, Jonathan Law, Karen Faulkes, Michael Baker QC, Graham Cowell.

Griffiths Environmental Planning: Jed Griffiths

**Public:** 4

15.101 Apologies: none

15.102 Minutes of the meeting held on 15.09.15

Dick Rainbird commented that the agendas and minutes have been distributed under the heading of Standon Parish Council and suggested that this should be rectified to be distributed by Standon Parish Neighbourhood Development Plan Steering Group.

Jonathan Law commented that the constitution, which has been adopted by Standon Parish Council, clearly sets out the relationship between the two parties.

It was agreed that the letter head currently used by SPNDP would be used in future.

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

15.103 Declaration of Members' Interests (disclosable pecuniary interest/another pecuniary interest/a non-pecuniary interest):

Michael Baker: Land rear of High Street, Standon & land off the A120

15.104 Steering group membership – review attendance and consider any requests to join Steering Group: No changes were reported.

15.105 Comments from non-committee members attending (limited to three minutes)

A visitor commented that he had land at Mill End which he wanted to develop, but there was no access at present.

15.106 Land Allocation and Site Assessment: update

Land Allocation Group meeting: update: Mike Gill

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The Land Allocation Group has worked very hard to develop criteria which are in accord with and reflects the values of, the East Herts District Council site allocation criteria, and also reflect criteria used by other District Councils for site assessment evaluation. This criteria has been used to assess the EHDC SHLAA sites which came forward through the Call for Sites process.

The Chairman explained that at this early stage, no decision was 'set in stone' and the process would continue to be fluid regarding sites coming forward for consideration, and site evaluation processes. Only full consultation with the parish will decide which sites will be brought forward for development.

The Chairman urged all those present to maintain confidentiality with regard to this preliminary site assessment. Whilst the requirement for confidentiality agreements was not considered to be essential at the last meeting, it is vitally important that confidentiality is maintained until such time as the site evaluations are presented to Standon Parish Council for consideration. This can only take place once the Steering Group has considered all the evidence, and is in agreement.

Given the sensitivity of some processes there was a general agreement that in future members of the public will be excluded from the meeting and ongoing discussion.

SHLAA site evaluations

Neil Johannessen

Neil Johannessen and Jan Cunningham explained the site criteria to those present, and outlined the application of the criteria to each SHLAA site. The highest scoring sites were those that were considered to have the best potential to bring forward for development. Again, it was stressed that this is the view of the Housing and Land Group. The Steering Group, then the Parish Council would need to assess the sites before it is presented for public consultation.

Neil Johannessen explained that there is a recommendation that current employment sites are to be retained for that purpose, as it is vitally important residents have employment opportunities in the parish.

The assessment has focused on Standon and Puckeridge, as the hamlets and Colliers End are designated for infill only. Criteria can be developed to assess infill at a later stage.

The criteria used was not 'weighted' as it was felt that the outcome would be the same. For example, flood plain and flooding issues were not given a higher score whether or not the risk was higher on a particular site.

EHDC criteria stipulate that the crests of hills should be kept clear of development.

Concern has been expressed about sewage and the capacity of the current system to cope with development, and potential flooding from hard surfaces. The Puckeridge Tributaries are a major consideration.

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Proposed sites

Dick Rainbird

Dick Rainbird explained that the EHDC allocation of 150 new dwellings would have to be accommodated in Standon and Puckeridge. Colliers End and the hamlets have been allocated infill development only, and this means between existing dwellings – not outside the current built environment.

There is a recommendation that the old Army camp at Colliers End should be allocated as employment land, because the site is outside the development boundary for the village. Planning conditions could be attached relating to acceptable usage, and times of operation.

Jennifer Heaven commented that the land must be used for something. However, residents of Colliers End would not want heavy plant to be using the site given the narrow access from Dowsetts Lane, and the damage caused to infrastructure by the recent Highways use of the site.

There was full agreement that Burrs Meadow needs protection from development. Whist car parking is an issue in Standon High Street, great care must be taken to ensure the meadow remains a green space. The possibility of a childrens play area was suggested. There was further comment that the hedge fronting the High Street could be moved further back into the meadow, and angled car parking installed into the High Street. The use of the meadow for recreation purposes should be encouraged, with the installation of appropriate signage.

Discussion surrounding specific sites was entered into, but again it was reiterated that this was a preliminary discussion, and Steering Group members were urged to consider the criteria and the sites, and make recommendation to the clerk, who will forward all comments to the Land Group for a later meeting for discussion.

Dick Rainbird commented that the development boundaries for Standon and Puckeridge would need to be considered, as some of the potential sites are currently outside the respective boundaries. EHDC would be amenable to this if there was agreement by the Steering Group, the Parish Council, and through public consultation.

The Land Group has not brought any sites forward which have not already been put forward by landowners as part of the Call for Sites, and SHLAA.

Little Hadham bypass will have a significant effect on Standon High Street, Town Farm Crescent, Station Road, South Road, Barwick Road, Hammarsfield, and Cambridge Road which all access the A120. Once the bypass is operative, there will be no breaks in the flow of traffic which currently occur when the traffic lights change. Whilst Herts County Council has indicated there area funds available for mitigation in Standon as part of the funding for the bypass, it is unlikely that all the affected roads will receive adequate mitigation to enable free access onto the A120.

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Careful consideration regarding site allocation and potential traffic issues is required going forward.

In addition, it was vitally important that the routes which were previously protected for a future Standon bypass were understood, and protected from development. Dick Rainbird will give a presentation on this at a future meeting. It is unlikely that any bypass would be built before the early 2030's.

The density recommended by EHDC is 30 units per hectare. This density would reflect the rural ambiance of the villages and will allow a garage and two parking spaces per unit. As the density is lower, it is anticipated there would be lower occupation rates and thus lower numbers of vehicles associated with developments.

There is the potential to use Section 106/Community Infrastructure Levy funding to obtain infrastructure benefits for the communities.

Policy development: land use assessment and criteria update:

It was agreed that a further meeting to discuss issues raised from this meeting will be arranged to enable a full and considered discussion to take place. The finalised site assessment will be presented to the next meeting for ratification. **ACTION:**

**DR/NJ**

Discussion

There was general discussion surrounding potential sites, criteria, traffic, Puckeridge Tributaries and potential flooding, access around the parish, environmental issues, density, A120 and access, employment, and public meetings.

There is still a significant amount of work to do to prepare a 'skeleton' document for presentation to the next meeting.

Neil Johannessen has been asked to prepare site designs which will be based on the results of the questionnaire and the independent analysis. However, Neil will need assistance and Members were urged to contact Neil.

Timeline:

1. Land Group meeting to discuss proposals by Steering Group members:  
3.11.15
2. Presentation of potential sites to Steering Group:  
17.11.15
3. Presentation to Standon Parish Council for consideration of potential sites:  
26.11.15
4. Public consultation and open day: Jan 2016

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5. Pre-submission draft  
2016

Mar

15.107 Parish Survey: update: John Riris

John Riris reported that there have been some 750 questionnaire returns, with 540 hard copy returns and 210 online returns. This is an excellent response which provides sound evidence going forward.

The independent analysis is being carried out and will be available shortly. Any anomalies in the data will be flagged up, such as multiple returns from an IP address, by the consultant.

Next Steps:

Business survey: this will be developed in house and delivered to business for online return in December.

Developer/landowner survey: this will be restricted to online response through the web site.

Neil Johannessen, Jonathan Law and John Riris will develop both surveys.

*(Dick Rainbird left the meeting at 9.55pm)*

15.108 Vision & Objectives:

Creation of Vision and Objectives Statement for Neighbourhood Plan: Jonathan Law

Common themes are emerging from the comments received so far and these will be refined and expanded for the next meeting.

15.109 Communications Team: publicity update

Proposed dates for public meetings Mike Gill

A public meeting and open day is planned for January.

15.110 Evidence gathering: update from topic groups: there was insufficient time available to report on this section.

15.111 Grant/Financial Status

Locality funding: next grant application:

Neil Johannessen and Mike Gill will prepare the next grant application, and require all items of anticipated expenditure to be sent as soon as possible for inclusion.

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Graham Cowell commented that the Parish Council financial contribution to the Plan is likely to be capped at £17,000. It was therefore important that the grant application was comprehensive.

Neil Johannessen commented that there are funds available for specific items such as external consultants, and all funding avenues will be explored.

## 15.112 Items for next agenda

Site assessment schedule

Landowner and agent meeting

Business survey

Standon by-pass review Dick Rainbird

Dr Partington: Health Centre issues.

## 15.113 Dates of next meetings

Tuesday 17<sup>th</sup> November AGM

Following discussion, it was agreed that the AGM would be postponed to January and would take place as part of the public consultation.

**PROPOSAL: That Standon Parish Neighbourhood Development Plan Steering Group herewith agrees that the Annual General Meeting of the Steering Group is postponed until January 2016 and will take place as part of the open day public consultation event.** PROPOSED: Jonathan Law, seconded Neil Johannessen.

Tuesday 8<sup>th</sup> December

Dates for 2016: Tuesday

19<sup>th</sup> January; 9<sup>th</sup> February 15<sup>th</sup> March

*Meeting closed 10.18pm*