



Gilston Area Steering Group Meeting

Thursday 12 July 2018 – 20.00

Gilston and Eastwick Village Hall, Gilston

Minutes

Present:	Bob Toll (BT)	-	Neighbourhood Plan Group (NPG)
	Mark Orson (MO)	-	NPG
	Anthony Bickmore (AB)	-	NPG
	Janine Bryant (JB)	-	NPG
	Jill Buck (JBu)	-	Widford Parish Council (WPC)
	Mary Parsons (MP)	-	Places for People (Pfp)
	Chris Lovegrove	-	City & Provincial Properties (CPP)
	Cllr Eric Buckmaster (EB)	-	Hertfordshire County Council (also EHC)
	Cllr Linda Haysey (LH)	-	East Herts Council (EHC) - Chair
	Cllr Bob Brunton (BB)	-	EHC
	Liz Watts (LW)	-	EHC
	Kevin Steptoe (KS)	-	EHC
	Adam Halford (AH)	-	EHC
	Sara Kocks (SK)	-	EHC
	Taryna Surtees-Moss (TS-M)	-	EHC

Guests: Work Experience Student shadowing East Herts Chief Executive

Apologies:

Claire Hamilton	-	Garden Town Director (GT)
David Sprunt	-	Essex County Council (ECC)
Rich Cooke	-	ECC
Cllr Danny Purton (DP)	-	Harlow Council (HC)
Simon Pipe	-	HC
Sam Robert Clark	-	High Wych Parish Council (HWPC)
Jan Hayes-Griffin	-	HCC

1. Welcome & Apologies

1.1 LH welcomed everyone to the meeting.

1.2 AH confirmed apologies received as set out above.

2. Minutes & actions of previous meeting

- 2.1 LH introduced the minutes of the last meeting of 21st June (Appendix 2A). The minutes were agreed as a correct record.
- 2.2 LH went through the actions of the previous meeting:
- Para 2.2 Mary Parsons/Anthony Bickmore confirmed they are liaising to arrange a meeting to discuss the Neighbourhood Plan.
- Para 2.2 Mary Parsons confirmed that Places for People and City & Provincial Properties will work together to produce a note setting out for the community what the Places for People and City and Provincial Properties planning applications will cover.
- Para 2.2 Mary Parsons will bring details of a potential briefing with the TCPA to the next Steering Group.
- Para 2.2 Mary Parsons indicated that a proposal to assess local Housing needs will be brought to the next Steering Group.
- Para 3.3 AH confirmed the Garden Town Presentation Slides used by Claire Hamilton will be added to the website with the minutes.
- Para 3.13 JB asked for a clarification on the representation on the Garden Town Board. LH confirmed that East Herts are represented through the Leader of the Council and the Chief Executive with other members and officers attending dependent on the matters being discussed.
- Para 3.18 AH/TS-M confirmed that the suggestion of creating a single community forum for the Garden Town has been passed on to the Garden Town communication officers working group to be looked into.
- Para 4.3 AH confirmed a link to the Executive Minutes that recommended approving the Gilston Area Concept Framework as a material planning consideration was circulated on 29/06/2018.
- Para 4.9 AH indicated that a Quality Review Panel Briefing Note is being prepared and will be circulated to the Steering Group.
- Para 5.3 AH confirmed he has contacted HCC to request an update on the County Minerals Plan which is expected in October. This has been added to the List of Matters to be discussed in the October meeting.
- Para 7.2 AH confirmed that the following matters have been added to the Steering Group List of Matters: relationship between the Joint Neighbourhood Plan

and the Gilston Area policy and applications; future community Governance and Stewardship for the Gilston Area; and understanding Land Value Capture.

- Para 8.1 AH confirmed the programmes are being updated and will be circulated.
- Para 9.2-3 AB requested that members respond as to whether the 8th September and 13th October are considered suitable for future community workshops.
- Para 9.5 TS-M confirmed that the Council are developing ideas around reaching younger generations in consultations and will suggest these for the Engagement Strategy. Feedback to the Council from younger generations has indicated that they typically look to the Council's Facebook page for information or use What's App Groups with neighbours to share information. MP indicated that visiting schools to hold workshops can help reach young parents as well as teenagers and there are opportunities to involve young people in the design of play spaces. TS-M noted that there is no youth group in the District although there is the Youth Council in Harlow and HCC may have good contacts as the County Education authority. EB suggested that there are good links in Sawbridgeworth and High Wych between Councillors and schools. LH requested that TS-M prepare a note to share for a future Steering Group Meeting.

3. Harlow & Gilston Garden Town update

- 3.1 AH thanked the members of the group for attending the garden Town Vision Exhibition and noted an estimated turn-out of 48 visitors this evening.
- 3.2 AH reminded members of the steering group that the Vision document, exhibition banners and questionnaire are on the Councils website:
<https://www.eastherts.gov.uk/gilston>
- 3.3 AH confirmed that the next steps will be that officers from all five Councils will review the range of comments received and will work together to shape the final Vision for the Garden Town. The final Vision document would then be discussed by Members at the Garden Town Board. A joint report would then be taken back to each of the District Councils with recommendation to approve the Garden Town Vision as a material planning consideration. It is estimated that this would take place in September or October 2018. The report would set out the feedback received to the Vision and how this shaped the final Vision document.
- 3.4 AB confirmed the NPG will produce a combined response.

4. East Herts District Plan Update

- 4.1 LH introduced the Planning Inspectors report on the East Herts District Plan Examination and confirmed that the Council will now be looking to adopt the Plan. The Plan is committed to delivering quality in the District that is fit for our generation and future generations and a key aspect of ensuring this is the requirement for development proposals to be defined through the masterplanning process.
- 4.2 JB queried the modifications that the Inspector has referenced in the report and how these will be addressed.
- 4.3 AH confirmed that references to Modifications in the Inspectors report are the main Modifications that were consulted upon by the Council in February 2018 and therefore they have been considered and addressed by the Inspector. The Inspector has recommended a small number of further changes to the Plan following consideration of the consultation responses to those modifications. For the Gilston Area these principally relate to: specifically stating that the employment provision will also have regard to Garden City Principles; and that landscaping proposals should seek to define a recognisable boundary for the adjacent Green Belt. Changes to other policies in the Plan may also have an indirect impact.
- 4.4 JB referenced the monitoring processes in the Inspectors report and indicated that the community will want to see that the Council has these processes in place.
- 4.5 AH confirmed the final Concept Framework document will proceed to Full Council for approval as a Material planning Consideration on 25 July 2018.
- 4.6 MP agreed that a copy of the final Concept Framework document indicating the amendments will be sent to the Neighbourhood Plan Group.
- 4.7 AB suggested to PFP and CPP that it would be good to understand what early wins there might be that can be undertaken to the land such as investment in the landscape and existing buildings.

5. Other District, County and Neighbourhood Planning Updates

- 5.1 AH informed the group that the Harlow Area Action Plan for revitalising the Town Centre was currently open for consultation.
- 5.2 AB wished to record thanks to Nick Gough of HCC for attending the recent developers' transport exhibition in Hunsdon. A note on the A414 strategy and the process of selecting the eastern crossing as the preferred route was requested.

- 5.3 **Action:** AH to contact HCC and ECC to request a note explaining the A14 Strategy work that is being prepared and the background to the River Crossings assessment undertaken as part of the Plan process.
- 5.4 BT reported that the Hunsdon Neighbourhood Plan Group have appointed consultants to assist them in preparing their Neighbourhood Plan.

6. Promoter/Developer Updates

- 6.1 Mary Parsons provided an update on the public consultation meeting from Saturday 7th July. It was confirmed that the presentation boards from that event are available on the Places for People Gilston Park Estate website <http://gilstonparkestate.com/public-consultation>
- 6.2 Chris Lovegrove provided an update on the same event in relation to village 7 and noted that attendees expressed concerns over traffic that might be generated heading north into Hunsdon which their consultants will be modelling.
- 6.3 MP confirmed that PfP and CPP continue to work closely together on strategic matters and to co-ordinate their work but will be submitting separate applications.
- 6.4 JB requested that PfP and CPP share with the Steering Group their programme.
- 6.5 **Action:** MP agreed to share a programme for their Outline planning application.
- 6.6 AB asked for an update on the Hospital.
- 6.7 LW indicated that the Hospital are having positive discussions with government and are continuing to assess options for refurbishment or relocation.
- 6.8 JB indicated concern over whether transport impacts of a hospital relocation to the Gilston Area has been modelled.
- 6.9 MP indicated that the Hospital will need to assess all impacts to inform their options.

7. Steering Group List of Matters

- 7.1 AH introduced the Steering Group List of Matters and confirmed all matters highlighted for this session had been discussed or postponed as indicated.

8. Steering Group Programme

- 8.1 AH indicated that updated steering group programmes will be circulated at a future steering group meeting.

9. Any Other Business

- 9.1 AB requested a response on the dates proffered by the NPG for future engagement events including: 8th September and 13th October.

- 9.2 AH informed the Steering Group that the Council are taking a report to its Executive regarding the Management of Community Assets and Open Space on new developments across the District. The report can be read on the Council website under item 103
<http://democracy.eastherts.gov.uk/ieListDocuments.aspx?CId=119&MId=3379&Ver=4&J=3>

- 9.4 LH informed the group that the Bournville Trust are visiting the Council on 26th July to talk to Members and invited the Steering Group to join this if interested.

The meeting closed at 9.45pm.

Date of next meeting: 9th August at 7.00pm (venue TBC)