

Minutes of a Meeting of the NP Residents Working Group
Held on 19.00 Hours on Thursday 9th January 2025
At Collingwood, Cannons Lane HBO

Present: Nicky Joshua, RCCE (NJ), Kerry Stedman (KS), Mick Howarth (MH), Jonathan Diamond (JD), Gary Matthews (GM), Mark Strutt (MS), Ellie Chinnery (EC), Alan Fisher (AF)

1. Actions from the Last Working Group Meeting

Alan Fisher did contact the Clerk to check on the progress of our application to Locality for: either further grant funding or technical assistance in site allocation. See details below.

Mick Howarth did contact another company to provide a quotation to set up a website.

Kerry Stedman contacted Mark Ratcliff of the Hatfield Regis History Society. Mark explained that, due to personal reasons, he has not been able to progress our brief parish history. With the work that Mark has already provided, we are confident we can complete this task in-house KS/AF).

2. Call for Sites Invitation

Alan gave details of a Microsoft Teams meeting on Wednesday 8th January, arranged by the Clerk to assess our suitability for Technical Assistance in housing site allocation. The meeting was attended by Kerry Stedman, Alan Fisher, the PC Clerk and Angus McNeill Peel from Aecom. We were informed by Aecom that we would know in approximately three weeks if our application for assistance would be approved.

It was agreed that we would contact certain landowners and also agents/developers about other potential development sites which were not identified in the recent Call for Sites.

Any meetings arranged would be attended by at least 2 people, one of which should be a parish councillor and minutes would be taken.

Alan agreed to contact three developers/agents to arrange some dates, and these would be put to the Working Group to ascertain who would attend the actual meetings (AF).

Mark Strutt was tasked with contacting two local landowners to arrange meeting dates with them (MS).

3. Website

As requested, Mick Howarth did contact another website provider but, unfortunately the cost was considerably higher than the original quotation we had.

It was agreed that we would like to proceed with the quotation from Robert Wingard in the sum of £1,135.00, exclusive of VAT, and would ask the Parish Council for permission to proceed. Because the agenda had already been published, the Parish Council would not be able to discuss this at their next meeting. However, Mick will contact Robert Wingard to see if he is willing to proceed on a verbal assurance that the funds would be approved in February.

It was noted that there will be ongoing monthly costs to maintain the website,

Kerry and Mark have agreed to act as administrators of future postings (KS/MS).

4. Programme Review

Alan informed the Group that we are now in the next phase of making the Plan. Although there are some minor bits and pieces to complete and specialist surveys still to be received in the Evidence Collecting phase, we are now in the Preparation of the Plan phase.

We are expecting our Design Code assistance to be forwarded any time soon and Alan agreed to contact Aecom to get an up-date on this (AF).

The Landscape Assessment Survey would now be delayed until the end of February but the consensus at the meeting was that we carry on with as many aspects of the Plan as we could, including housing site assessments.

With regard to the housing site assessments, it was agreed that we would press ahead with this work as soon as our Technical Assistance consultant is on board

Because of possible delays to the preparation element of the Plan, we agreed that we would amend the programme for this phase, including adding a submission of the potential preferred housing sites to UDC for approval and follow up with a public survey, ideally in mid-April.

The programme will be revised once we have knowledge of the likely programme of our site allocation consultant.

5. Photographic Survey

Mark has provided electronic storage space for documents and photographs. Once the access details have been forwarded Alan will issue these to all members of the Group (MS).

Ellie has agreed to upload any suitable photographs, and Alan will contact Hannah Kidman to do the same (EC/AF).

6. Employers Survey

The list of employers in the Parish together with contact details should be complete by the end of January. A brief questionnaire was tabled and, subject to a few amendments suggested by Nicky, will be sent out (AF).

Alan will circulate a list of clubs and societies to ensure it is as complete as possible and has contact details added where missing (AF).

7. Next Meeting

7pm on Thursday 13th February. This will be a Steering Committee meeting held in the school, with public participation.

