

Minutes of a Meeting of the NP Residents Working Group
Held at 19.00 Hours on Tuesday 9th April 2024
At Collingwood, Cannons Lane, HBO

Present: Mark Strutt (MS), Kerry Stedman (KS), Ellie Chinnery (EC), Mick Howarth (MH), Alan Fisher (AF)

1. Resident Volunteer Recruitment

Many names were proposed, and it was agreed that members of the Group would email suggestions to AF who would collate a list. Members were asked, where possible, to contact their suggested volunteers for approval. (All)

2. Task List

Note: Task list items, which were scheduled separately on the agenda have been minuted in accordance with agenda schedule.

The group will contact the Hatfield Regis Local History Society and any other interested persons with a view to obtaining a written history of the parish in readiness to include in the Plan. (All)

Kerry agreed to contact Historic England with a view of obtaining a schedule of historical assets in the parish. (KS)

It was noted that such a list may already exist with UDC.

Alan agreed to contact a minimum of three landscape assessment companies to obtain quotations for the provision of a Landscape Character Assessment. (AF)

The group will investigate volunteers to carry out a survey of all Public Rights of Way in the parish. Initially Mark will talk to Adrian Burt who may well have carried out some or all of this work. (MS)

It was also agreed that we should include a survey of all footways in the village and include a policy in the Plan for future maintenance of these.

It was agreed that we will put out a request for all clubs and societies to contact us so that a record could be made for future inclusion in the Plan. Initially we would ask the Clerk to put this on Facebook. (AF)

The Group agreed to carry out a biodiversity survey and, possibly, a sustainability survey. UDC will be approached in the first instance.

The Group agreed to carry out a flood risk survey, which would include drains and culverts. Initially UDC will be approached for information they may keep.

As part of a future economic and employment policy for the Plan, it was agreed that all employers in the parish would be contacted. Initially UDC will be asked to supply whatever records they keep.

A list of Local Green Spaces would be created. Mark thought there was one in existence now and would investigate. (MS)

3. Face to Face Meetings

Agreed that face to face meetings were extremely important and any opportunity for these should be exploited. This would include: The Flower Festival/10K Race (although probably not on Church premises), The Village Fun Day, a possible PTA event etc.

It was also suggested that we should ask the Village Hall Committee if we could put up an information board in the lobby of the village hall when special events take place. Mick will ask that a request is put to the VH Trustees. (MH)

4. Local Plan Housing Allocation.

Alan and Mick have produced a schedule of irregularities that they have found in the Services and Facilities scores used as part of the designation of smaller and larger villages in the Settlement Hierarchy of the Draft Local Plan.

It was agreed to ask the PC for permission for AF/MH plus one parish councillor to meet with UDC to discuss this issue.

5. Meeting with RCCE

Alan will contact the RCCE about attending the next Residents Working Group meeting, scheduled for the 30th of April 2024. (AF)

6. Meeting with UDC

Mick will contact Demetria Macdonald about attending the next Residents Working Group meeting, scheduled for the 30th of April 2024. (MH)

7. Draft Programme

Although a full project plan and programme could not be created until sufficient data was collected, it was accepted that, in broad brush terms, the following milestones would be aimed for:

Data Collection – End of 2024

Writing of Draft Plan – Spring 2025

Pre-submission Consultations – Summer 2025

Submission to Independent Examiners – Autumn 2025

Referendum and Plan Made – End of 2025

8. Parish Wide Meeting

It was agreed to defer the holding of a parish-wide public meeting until we have perceived a significant increase in the level of public interest in the Plan. This would now take place sometime in the summer.

9. Decisions Made by the Steering Group

The Group have been made aware of the limitations of decision making for both the Working Group and the Steering Committee.

10. Photography

It was agreed that photographs of the parish and events involving the production of the Plan would be sought from any interested parties.

Alan will investigate the obtaining of some aerial photographs of the parish in readiness for our first exhibition at the end of May. (AF)

11. Social Media

Awaiting final decision of the PC.

12. AOB

A budget of expenditure to provide an exhibition of work carried out to date in the making of the Plan would be provided for presentation at the May PC meeting in readiness for the Flower Festival/10K Race weekend. (All)

Designs for a Neighbourhood Plan logo were discussed and suggestions requested. (All)

Date of next meeting – Tuesday 30th of April 2024 at 19.30 hours.

Venue - TBA