

Gilston Area Steering Group Meeting

Thursday 25th June 2020 -17:30

Zoom Meeting

# Summary Notes

**Present**:

**EHC**

Cllr Linda Haysey (LH) (Chair) - Leader (EHC)

Richard Cassidy (RC) – Chief Executive

Kevin Steptoe (KP) – Garden Town Project Lead

Jenny Pierce (JP) – Senior Project Officer

Karen Page (KP) - Place Making & Growth Officer

Karen Lee (KL) (minutes) –Project Co-ordinator (Gilston Area)

**HCC**

Cllr Eric Buckmaster (EB) – Sawbridgeworth Division HCC

& Hunsdon Ward District (EHC)

Sarah McLaughlin (SM) – Head of Growth and Infrastructure Unit

**HDC**

John Hoad (JH) -

Danny Purton (DP) -

**HGGT**

Claire Hamilton (CH) – HGGT Director

Matt Philips (MP) – Communications Officer

**Parish Councils**

Bob Toll (BT) Chair - Hunsdon Parish Council (HPC)

Anthony Bickmore (AB) Chair - Hunsdon, Eastwick & Gilston

Joint Neighbourhood Planning Group (NPG)

Janine Bryant (JB) – NPG & Eastwick & gilston Parish Council (EGPC)

**Developers**

Mary Parsons (MP) - Places for People (PfP)

Paul Mumford (PM) – Places for People (PfP)

Chris Lovegrove (CL) – City & Provincial Properties (CPP)

**Guests**

Jules Peck (JP) – External Facilitator/Consultant

**Apologies:**

Mark Orson (MO) Chair Eastwick & Gilston Parish Council

Mike Allen (MA) – Chair Widford Parish Council (WPC)

David Sprunt (DS) – Essex County Council, Transportation Strategy &

Infrastructure Unit

Tom Payne (TP) – Chair High Wych Parish Council

Graham Thomas (GT) – Essex County Council, Head of Planning

# Part 1. Jules Peck (Review outcomes from previous workshop held 4th June 2020

* 1. Cllr LH informed that Part 1 of the session will be done by Jules Peck.

## Break Out Session

* + 1. JP reviewed the outcomes from the Gilston Steering Group workshop of 4th June 2020, and highlighted areas identified by the group for further consideration. The breakout groups focused on the three key objectives:
* To be successful as a group, what are we going to do?
* Who is will do it?
* Timescales to achieve this
	+ 1. Three breakout groups discussed objectives and agreed the areas summarized as follows:
			1. To be successful what are we going to do?
* Identify and focus on the key objectives for example, to build a development of exceptionally quality development.
* Having a common goal
* Recognizing the sense of urgency noting two live applications PfP- Outline & River crossings and CPP- Outline planning applications needs to be dealt with
* Having a strategic oversight – roadmap /programme
* Use of the steering group to steer and test ideas
* Community engagement
* Clear and effective communication
* Small groups to address issues
* Frequency of meetings
* Timely distribution of minutes
* Accurate reporting and execution of actions
* No surprises - collective working together
	+ - 1. Responsible party (ies) and ownership
* Rules of engagement
* Partnership –all participants are collectively responsible
* Importance of the officers support to provide the relevant information to inform key topics for discussion
	+ - 1. Timescales
* Immediate action as far as is possible

# Part 2. Introduction, welcome and apologies

* 1. Cllr LH formally welcomed everyone to the meeting and expressed apologies as set out above. Cllr LH set the scene for the meeting outlining the protocol to be followed.

# Minutes of Previous Meeting 20th Feb 2020 and 19th Dec 2019

* 1. T LH introduced the minutes of the meeting of 19th December 2019 and 20 February 2020.
	2. The minutes were agreed in principle.

# Actions still outstanding

* 1. AB pointed out that there are some outstanding actions from the previous minutes that should be revisited.

**Action:** KS to progress outstanding actions of minutes of 20 February 2020 and 19th December 2019.

# Planning application programme, amendments, re-consultations etc.

* 1. KS provided an update of the two planning applications and indicated that the community is interested to know what’s happening following their comments made on the applications.
	2. KS informed that a programme is been followed and the timescales for the amendments and re-consultations of the planning applications are scheduled for September 2020.
	3. KS pointed out the timescales for the decision making committees which will be towards the end of November 2020. Sufficient progress will need to be made with regard to s106 agreements to inform the committee however, the current programme builds in a further three months for the completion of legal agreements through to Feb 2021.
	4. In relation to the re-consultation on the planning applications, KS informed of the ongoing discussions at East Herts Council and how the re-consultation process will operate amidst the current circumstances.

# Update from PfP

* 1. PM pointed out the main changes Place for People (PfP) intends to make to the planning applications Outline Application for the Gilston Area and the two River Crossings –Eastern and Central Crossings applications with a view to submitting amendments at the end of August as follows:
* main area of amendment is the addition of new access to village 1 to the east of that currently proposed. The currently shown access will be sustainable modes only to target the 60% sustainable mode share. This will have implications to masterplanning of village 1
* working on further detail in relation to the school location
* Increased employment floor space
* Increased space and protection of Heritage assets (i.e such as St. Mary’s etc)
	1. PM explained that virtual webinars and potential exhibitions at village halls will be undertaken to enable engagement and consultation with the public. This would be in addition to any formal East Herts led re-consultation.

# Update from Briggens

* 1. CL informed the grouping on the on-going meetings and discussion on the planning applications submitted by CPP with a view to meeting target November committee date.
	2. CL pointed out that several changes will be made to the submitted planning application for village 7 to include realignment of the Church Lane access and its operation and, the village centre zone of village 7.
	3. CL indicated that the linkages for pedestrian and cycle routes are been re-looked as well as the Heritage assets and sensitive buffer and looking at how to re-engage on the amendments, to happen toward the end of August.
	4. With regards employment, CL informed that the requirement for employment space within village 7 is being revisited along with the approach to Gypsies and Travellers.
	5. LH suggested going forward, developers send in ahead of time maps or drawings - questions or queries on topics that can be discussed during the meeting to provide a visual understanding of information presented.
	6. DP referred to the planning application submitted for the Stort Valley Crossings, and pointed out that Harlow Council have raised concerns with the alignment of the Eastern Crossing connecting into Harlow. DP further pointed out that there are also fundamental issues with the sustainable transport corridor for the Central crossing and HDC would like changes to be made to the design of the crossings.
	7. MP raised concerns on the issue highlighted on the River Crossings noting that substantive work and communication have been undertaken to date on the planning applications. MP indicated that these issues could impact the programme.
	8. CH explained that Harlow members have expressed concerns on the current STC proposals which are being considered and arrangements will be made to discuss the matter further with Officers as part of the application consideration process.
	9. AB highlighted the tight timescale of the programme for getting the planning application to committee in November 2020 considering the amendments and other issues raised regarding the River Crossing planning applications proposals.
	10. EB enquired on the items not included or resolved in the s106 agreements and the need for sufficient information to be presented to members.
	11. KS agreed with the position and officers would ensure that members were provided with sufficient information when it came to decision making.
	12. BT sought confirmation on the coordination of applicants involved in the s106 agreements.
	13. KS informed that progress is being made in having both developers involved in the s106 agreement process together along with planning Authorities, HDC and the two County Councils.

# Neighbourhood Plan position and programme

* 1. AB indicated that Neighbourhood Group Plan has been submitted to East Herts Council for the next formal rounds of consultation and expressed thanks to EDHC, partners and the wider public in progressing the plan. AB indicated the plan has been circulated electronically to the relevant parties.

**Action:** AB to circulate a copy of the Neighbourhood Group Plan to Chairman of the Steering Group and other members.

* 1. LH Cllr enquired on the timescales programmed for the NGP with re-consultation etc.
	2. JP informed that the NGP is presently with EDHC and will to go through the formal consultation process in accordance with the regulations.
	3. LH Cllr asked that the timescale regarding the NGP be included in the Gilston Steering Programme of activities.

**Action:** EDHC to provide information on G & E NGP for inclusion in the Steering Group Programme.

* 1. BT informed the group members that the draft Hunsdon NGP is been finalised.

**Action**: BT to provide draft timetable of Hunsdon NGP for inclusion in Steering group programme.

* 1. MP acknowledged the achievement of the Neighbourhood Group planning process and the commitment by all stakeholders.

# Stewardship and community asset – current position

* 1. KS provided an update and background of the stewardship work commissioned by the Garden Town and carried out by ARUP. ARUP has provided recommendations on the type of organisation which can form the stewardship body, namely Community Interest, Companies and Community Land Trusts. KS however indicated that the specific localised details of the stewardship arrangements for each of the development sites coming forward and their governance remained to be worked through.
	2. KS explained that the mechanics/details of the stewardship arrangements will be dealt with in the s106 agreements.
	3. CH pointed out that the details and principles of the stewardship work will require further work and it is to be done collectively. The Arup stewardship report is to be discussed at the next Garden Town Board scheduled for 13th July 2020.
	4. LH Cllr enquired on when the report can be shared.
	5. CH informed that the document is to be discussed at the Garden Town Board in July and can be shared when finalised.
	6. MP confirmed that their stewardship and governance proposals were set out in their application and that it is based on detailed background thinking. It involves the triple lock of assets and considers timing issues
	7. AB declared his interest as a Director with the Land Trust. AB noted the session arranged with the TCPA next week and, despite reservations with regard to the engagement sessions, were keen to see the output of the Arup work.

# Reports from any other stakeholder groups

* 1. LH suggested that the notes of the joint community working group be shared with the Gilston Steering Group.
	2. MP provided an update on the joint community working group meetings and will share the notes from future meetings. AB was keen to ensure that early wins for the community were identified.

**Action:** MP to share future joint community working group notes with the Gilston Steering Group.

* 1. EB indicated that is good to be involved local estate matters needs to be understood.
	2. LH pointed out that the Group will be building up the stakeholders list and the areas of responsibilities.

# Report from HGGT

* 1. CH provided an overview of the GT and work being undertaken and this will be shared on an on-going basis. CH suggested that the Steering Group may welcome a presentation on some of the work being done. CH further explained that the context of the GT work will be included in a programme which will be subject to capacity funding and can be shared when completed.

**Action**: CH to circulate report programme of works to Steering Group.

* 1. EB provided an update on the Mineral plans noting that presentations have been held to date at Stanstead Abbotts and Hunsdon. Consultation will take place at a later date and ask if the GT will consider the transport implications.

**Action**: The Mineral Plan to be included as an agenda item for the next Steering Group meeting

* 1. AB raised issue of biodiversity net gain, referring to the re-establishment of barn owls in the area. Consider that biodiversity should be covered in the landscape master plan.
	2. DP informed the group of the new hospital announcement confirming relocation to the new site east of the town. This means the existing PAH will become available for development. The Mental Health Trust will remain at the existing site however.

# Items for future meetings: transport plan: review of ToR

12.1. LH noted the importance of looking at items for future meetings and providing timescales for inclusion in the Steering Group programme.

12.2 LH noted the previous Steering Group workshop and the need for frequent meetings. It was suggested that meetings be held every six weeks at 5:30 pm.

The meeting closed at 7:15 pm.

Date of Gilston Steering Group meeting: Thursday 6th August 2020 at 17:30pm (Zoom)