



# Gilston Area Steering Group Meeting

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Thursday 27<sup>th</sup> May 2021 -16:30 pm  
Zoom Meeting

## Minutes

### Present:

#### EHC

Cllr Linda Haysey (LH) (Chair) - Leader (EHC)  
Cllr Eric Buckmaster (EB) – Sawbridgeworth Division HCC  
& Hunsdon Ward District (EHC)  
Kevin Steptoe (KP) – Garden Town Project Lead  
Jenny Pierce (JP) – Senior Project Officer  
Karen Page (KP) - Place Making & Growth Officer  
Annesta Lee (AL) (minutes) –Project Co-ordinator (Gilston Area)

#### HCC

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

#### HDC

John Hoad (JH)

#### HGGT

Naisha Polaine (NP) – Director, HGGT

#### ECC

#### Parish Councils

Bob Toll (BT) Chair - Hunsdon Parish Council (HPC)  
Anthony Bickmore (AB) Chair - Hunsdon, Eastwick & Gilston  
Joint Neighbourhood Planning Group (NPG)  
Mark Orson (MO) - Eastwick & Gilston Parish Council (EGPC)  
Mike Allen (MA) – Chair Widford Parish Council (WPC)  
Frank O'Shea – Stewardship representative, NPG

#### Developers

Paul Mumford (PM) – Places for People  
Will Lusty (WL) – City & Provincial Properties (CPP)

Julian Seymour (JS) – Cratus Communications  
Helen Puddle – Stewardship Consultant, PfP

**Apologies:**

Richard Cassidy (RC) – Chief Executive  
Sammy Steele (SS) - PfP  
David Sprunt (DS) – Highways  
Tom Payne (TP) – Chair High Wych Parish Council  
Graham Thomas (GT) – Head of Planning  
Molly Stroyman (MS) – Stewardship & Community  
Development Officer

**1. Welcome, Introductions & Apologies**

- 1.1. Cllr LH formally welcomed everyone to the meeting and welcomed Naisha Polaine, new Director HGGT.
- 1.2. Cllr LH confirmed apologies received as set out above.
- 1.3. Cllr LH acknowledged the passing of Danny Purton, Harlow District Council and his valuable contributions to sustainable transport and the Garden town. Danny Purton will be greatly missed.

**2. Minutes of the previous meeting**

- 2.1. Cllr LH introduced the minutes of the last meeting 29<sup>th</sup> April 2021.
- 2.2. The minutes were agreed as a correct record.
- 2.3. KS went through the actions from previous meeting and some will be followed up at the next steering group meeting.

**Action:** KS to continue to explore representatives from Thames Water to provide briefing on the current water supply situation.

**Action:** KS to follow up on the status of the Employment Commission works.

**3. Stewardship Proposals – PfP Presentation**

- 3.1. PM provided a brief overview on PfP approach to Stewardship and introduced Helen Puddle a consultant with PfP and working on the Stewardship and Governance Proposals.
- 3.2. AB asked on the timeline for transfer of ownership of the stewardship assets to the community trust.
- 3.3. PM indicated that mechanisms would be put in place for the transfer of land and ownership.

3.4. HP presented on the Stewardship Proposals and provided an overview of the Governance and Stewardship with a focus on the following areas namely:

- Governance and Stewardship Aspirations
- Policy framework, guidance, background documents
- Next Steps with regards:
  - Community assets
  - Business planning
  - S106 heads of terms
  - Shadow Board

3.5. HP pointed out that Places for People are committed to agreeing long-term, legally binding and enforceable Governance and Stewardship arrangements for the Gilston Park Estate as part of the Planning.

3.6. KS asked about the remit of the community engagement and consideration that had been given to the wider Garden Town approach to engagement.

3.7. With regards the community, KS sought views on who is considered to comprise the community. HP suggested that agreement on the structure of the community engagement process has not yet been finalised.

3.8. AB asked about social value of heritage and what measurement tool will be used to measure the social impact. HP pointed the details on the social value of heritage are still to be worked on.

3.9. FO raised concerned about the community not seeing the details of stewardship draft heads of terms and whether the community will be provided a copy and KS stated that the draft stewardship head of terms is evolving and can be shared with the NPG reps.

3.10. AB enquired about the format of the draft Business Plan and what the community's involvement is on the document and HP outlined that the East Herts District Council is currently reviewing the draft Business Plan which is a work in progress document and it will be shared with the group at a later date.

3.11. EB asked about the comprehensiveness of the stewardship plan across the seven villages and whether there is consistency with the developers for V1-6 and V7. HP pointed out that a solution is to be agreed with V7 developers and it is anticipated CPP will be represented on the Shadow Board.

- 3.12. AB raised concern on not engaging and collaborating with the community on the Business Plan and other documents for agreement.
- 3.13. FO enquired on the timeline to agree business plan before application goes to committee and HP pointed out that only the draft Template Business Plan is proposed to be taken to committee as further work with stakeholders will be required.
- 3.14. Cllr LH caveated that the draft Business Plan will only go to committee when there is agreement by the local authority that the document has provided sufficient level of details and information to which agreement and approval is given.
- 3.15. AB asked about the type of service charge to be levied to households and the interrelationship with the landscape strategic masterplan and the business plan and HP informed the level of service charge may be based on the proportionate size of house and monitoring mechanism will be in place for the designs of the landscape and village masterplanning processes.
- 3.16. It was agreed that the Developers will keep NP, the Garden Town Director updated on the progress of the stewardship and governance
- 3.17. MO asked about the inclusion of nominations in the stewardship arrangements terms of reference and HP informed that this will be included in the stewardship terms of reference.
- 3.18. The group noted that East Herts District Council is in the process of making arrangements for setting up the Project lead groups and community working groups for the landscape masterplanning.
- 3.19. MO asked about the representation of the community in the engagement process and having the number increased to 5. The increase was agreed by developers, PfP in the meeting.
- 3.20. In relation to the programme for landscape masterplanning, PM indicated that s106 heads of term is anticipated to be signed off in October 2021 and sufficient details are expected to be provided for discussion and agreement.
- 3.21. WL shared a brief summary of CPP's/V7 commitment to stewardship and governance to date with the steering group.

#### **4. AOB**

4.1 AB asked on the developers approach to Climate Change in relation to the development.

4.2 Cllr LH recommended that the steering group meet once a month and the steering group meetings will now be on the last Thursday of each month.

4.3 BT pointed out the steering group may need to address the importance of agriculture, it's sustainability and its relation to climate change.

4.4 The schedule of tables will be updated for the next meeting.

The meeting closed at 17:55 pm.

Date of next meeting: 24<sup>th</sup> June 2021- zoom meeting.