

Bengeo Neighbourhood Area Plan

**Minutes of the Community Steering Group meeting held on Tuesday 6 February 2018
at 7:30pm in Hertford Castle.**

Attendees:

Mark Lynch (Chairman)
Cllr Steve Cousins
Cllr Andrew Stevenson
Cllr Peter Ruffles (delayed)
Jacqueline Veater (TC consultant)
Sue Cousins
Ben Penrose (MRA, Business WG)
Hilary Durbin (LoBRA, Transport WG)
John Howson (Natural Env't WG)
Emily White (Development WG)
Mike Howarth (Culture and Community WG)
John Cooper (Great Molewood RA)
Brendan Clifford (Folly Island Association)

1 APOLOGIES FOR ABSENCE

Apologies had been received from:
Paul Keyworth (Culture & Community WG)
Terry Betts
Justine Perry (Business WG)
Alex Pharaoh (Transport WG)

2 MINUTES OF LAST MEETING

The minutes of the previous Steering Group meeting (9 November 2017) were agreed as being a correct record.

3 FEEDBACK FROM THE TOWN COUNCIL WORKING PARTY

The previous WP meeting was on February 1st. Maria Iancu had given the chairman a brief summary so, since no Town Council WP members or officers were present (Peter Ruffles joined later), he passed that information to the meeting. The key points were that the WP had:

- approved the body of the BNAP survey being prepared
- stressed the importance of adding an attractive “wrapper” to maximise the response rate
- requested that the survey should not appear to promise the delivery of any of the proposals being consulted on.

4 REGISTER OF INTERESTS

There was some discussion of the draft “Register of Interests” form and it was decided to:

- Change the title of section 3 to “Land or Property”.
- Add headings for a signature and date.

It was then agreed that the suggested procedures for creating a Register of Interests should be adopted. The chairman requested that all Steering Group members (other than councillors) complete and return to him a copy of the Register of Interests form.

5

BNAP SURVEY

The chairman briefly described the current status of survey preparation. The design had been finalised (and WP feedback taken into account). Some inkjet-printed mock-ups of the survey cover were circulated.

The chairman then initiated an open discussion of the BNAP Survey questions.

Emily White declared that her job with HCC gave her access to privileged planning information, but that she would restrict her comments to topics that were in the public domain.

Hilary Durbin declared that she had been asked to attend as the Transport WG representative but that, as chair of LoBRA, she felt she also needed to articulate the views of LoBRA residents.

The discussion was long, but productive without being contentious. Changes were agreed to 5 of the survey questions.

At the end of the discussion it was formally agreed to go ahead with the survey as it stood with the agreed changes.

The chairman invited ideas about advertising/promoting the survey:

- Mike Howarth pointed out that the Parish Magazine could advertise it (the chairman to send some text).
- Posters in shops/pubs/schools.
- The use of a QR code on posters should be explored. The chairman agreed to test whether the on-line survey worked well on a smartphone and to create a QR code if so.
- Steve Cousins emphasised that SG and WG members could all mention the survey to nearby neighbours. Residents should also be encouraged to help less able neighbours to complete the survey.

The survey is later than initially planned and the closing date of March 11th will be less than 4 weeks away when the paper survey is delivered. It was decided to stay with 11 March, however, because there are benefits to analysing the survey etc. before the Easter break - and if the number of responses turns out to be very low, it would be possible to move the closing date.

Finally the chairman asked the WG reps present to ensure that the groups continue to meet even though there will be no usable survey analysis until mid-March. Andrew Stevenson suggested that they could start to consider plan policy areas (at least in outline) for those topics that seem likely to be supported by residents.

6

NEXT STEPS

The chairman suggested that in view of the time, a discussion of Next Steps could be deferred which was generally agreed.

7

ANY OTHER BUSINESS

None

8

DATE OF NEXT MEETING

There was some discussion of the date of the next meeting. The date Monday 5 March has been reserved in the diary, but councillors present pointed out that both Mondays and Tuesday evenings clash with regular Town and District Council meetings.



Also Jacqueline Veater thought that 5 March was too soon and there may not be very much business to consider.

It was agreed that the chairman would consider an alternative date and publish it.

The meeting closed at 9:30pm.