

Neighbourhood Planning Group – Abbots Langley.

At Parish Office, Langley Road.

Thursday 28th March starting at 7pm

AGENDA

1. Apologies

Please let Peter know, before the meeting, if a member is not able to attend.

2. See attached Report Eighteen to the Parish Council dated 1st March 2019.

This report confirms that the First Draft of the Neighbourhood Plan was produced and circulated to NP Team members in early March for comment. Also, TRDC have published 25 additional sites for potential development, of which seven are in our Parish. On-going activities are discussed associated with Survey Design, request for meetings with Herts. CC and TRDC and the publication of Neighbourhood Plan documents on the Abbots Langley Web site at the end of February.

3. Developing Policies for the Neighbourhood Plan

Our Consultant Alison Eardley has prepared draft policies on the various topics raised by the public for inclusion in the Neighbourhood Plan. Peter Warman has assisted her in this task following on from the analysis presented and discussion at our previous meetings. Draft copies of the latest draft of the Neighbourhood Plan will be printed for the meeting so discussion can take place on what has been achieved so far. The key questions are:

- i. Are there any topics of importance missing from the range of policies included?
- ii. In addition to the policies, are there specific projects that should be included in the Neighbourhood Plan?
- iii. Is further editing required to any of the individual policies?
- iv. Are there other comments on the content of the Neighbourhood Plan.

It is hoped during April and May that the first draft of the Abbots Langley Neighbourhood Plan can be read by all Parish Councillors and lay members of the NP Team. Their written comments and suggestions are welcomed. These should be submitted to either Alison Eardley or Peter Warman so the next Draft of ALNP can be produced. Then, at the end of May this second draft of the ALNP can be published on the Parish Web site and a programme of public consultation can commence. This will be from June to October 2019.

4. Public engagement programme on the ALNP from June to October 2019.

Hopefully this will include Focus Groups in each of the fourteen communities across the parish, maybe the questionnaire survey (depending on its status for data protection) and public exhibitions in late September /October before we prepare the final Draft for TRDC to consider in later November/December.

5. Conducting Surveys for the Neighbourhood Plan

- i) Questionnaire Design for Residents – In cooperation with Peter Warman and Alison Eardley, the Bedmond Residents Association (BRA) have designed their questionnaire. Before conducting such surveys, there are data protection guidelines and laws to be adhered to. Advice has been sought from various sources on this matter, including the Clerk of the Parish Council. The Clerk said he was not able to take responsibility for the Data Protection aspects of such surveys. On consideration, BRS would like the Neighbourhood Planning Team to take responsibility for the survey if it is to be circulated. This matter should be discussed at our meeting.
- ii) Focus groups – To seek the views of residents, a series of Focus Groups across the Parish could be arranged to take place from June to September 2019. The Neighbourhood Planning Team must be able to demonstrate that the contents of the Plan have originated from the public in Abbots Langley (residents and businesses) and there is widespread agreement on the policies.
- iii) Abbots Langley Commonplace Survey Module
For direct interviews with the public, it is possible to add the Survey Module to our Commonplace site. This allows the responses and comments in an interview to be entered by location, topic, comments about a topic and then personal details on the respondent - such as age range, postcode, etc. The data is stored securely by the Commonplace organisation for us and complies with the Data Protection Act. The survey data would be entered on a i-pad or laptop during an interview. This is suitable for use at public events and at the proposed exhibitions - see details below.
- iv) Public Talks and Exhibition In the first week of October 2019, the exhibition space at the Henderson Hall has been provisionally booked for one week to give the public an opportunity to view the main policies and projects being proposed for the Neighbourhood Plan. Such an exhibition will require volunteers to supervise the event and seek comments/views from the public as part of our formal consultation process. Is this a commitment we are willing to take on? The hire cost of the Henderson Hall Display Space is £400.
- v) Bio-Diversity Survey
Jan Smith of BRA has tracked down some local experts on bio-diversity that advise Parishes developing Neighbourhood Plans. E.g. Alex Waechter - Data Officer at HERC Herts Environmental Records Centre - Their dept. holds

records of surveys done in the past and would carry out a biodiversity data audit for the whole of Abbots Langley Parish according to our instructions for a standard admin. fee of £50 plus vat. They provide maps of statutory sites (such as the SSSIs , as well as Ancient Woodland), local sites (Local Wildlife Sites, Regionally Important Geological and Geomorphological Sites, HMWT nature reserves), and some broad-scale habitat information for the area. Another useful contact is: Matt Dodds, Planning & Biodiversity Manager, Herts & Middlesex Wildlife Trust.

vi) Valued buildings and spaces in local neighbourhoods.

Alison, our NP consultant has suggested that we include a policy that sets out the individual 'character areas' within the parish. These would need to be identified and then we would need to understand the important aspects of each. There is a toolkit available for doing this – or Locality do have funding for this sort of work – Design Codes technical support. – Alison suggests it might be worth commissioning this. It would be a helpful way to set out the different character areas locally and the criteria that any development taking place in those areas should meet.

6. Liaison Meetings with Hertfordshire CC and Three Rivers District Council

It has not been possible to arrange meeting dates during March with the Herts Growth Team at Herts CC and the Planning Department at TRDC. Further emails will be sent to try and arrange these meetings in late May 2019.

7. Any other business

8. Dates of next meetings are: 30th May at 7pm and 25th July at the Parish Council Offices

Peter Warman.

Chair, Abbots Langley Neighbourhood Planning Group

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Other Attachments:

1st March 2019 - Number Eighteen Bi-monthly Progress Report