

## Neighbourhood Planning Group – Abbots Langley.

**NOTE! Change of Venue for this meeting: Tanners Wood Hall, 7pm  
Thursday 22<sup>nd</sup> September 2016**

### AGENDA

#### 1. Apologies

Received from Anne-Marie – on holiday, and Bruce who is celebrating with family, a relative's 90<sup>th</sup> birthday.

#### 2. Little Progress in July and August

I have not prepared a Progress Report since the end of June 2016 (see Progress Note 5) because little progress has been made during July and August. Tasks that were achieved include:

- Anne-Marie has completed her analysis of Businesses in the Parish
- Liz has identified and listed 130 local organisations /societies in the Parish. (See attachment)
- I met with 20 members of the Abbots Langley Biz Group on 22<sup>nd</sup> August.

With a range of unexpected personal demands affecting our committee members including work commitments, medical issues with family members, holidays and (in Jon's case) relocating whilst undertaking a major refurbishment and extension of their home... it is understandable that other priorities take over. Only 3 or 4 people have attended our recent monthly meetings. So the subjects covered in our next meeting returns to the unfinished work that has been raised at our two meetings.

#### 3. Adapting our Working Methods – more focus on tasks than committee meetings

**Our method of working will have to be adapted** if we are to prepare a Neighbourhood Plan by early 2018. Ideally individuals should take on assignments that they would find interesting and have the time and skills to do within an agreed timescale. The committee will understand how each assignment or responsibility contributes to the work as a whole. Committee members should keep everyone informed of their progress by email and highlight any difficulties affecting completion of individual tasks. Where tasks are required but no-one is available to do it, then new volunteers (as individuals or Task Groups) will be sought with the necessary skills.

Note: During the last six months two members have resigned for personal reasons. Two other members have not been able to attend our monthly meetings due to their other commitments.

**See Appendix A for 'Sample Sheets of Assignment Briefs – Initial Drafts for comment.'**

## 4. Phase 4 - The Initial Public Engagement and Consultation.

### a) Comments and on-going use of the Commonplace Web site – Anne-Marie

- Currently 70 written comments with 15 added during August.
- Peter has prepared a summary list of these current issues and proposals.

**Programme to distribute the Leaflets to Businesses, Households and Local Organisations must take place from September to December 2016. Team required to organize this activity. Paid help may be necessary if volunteers not available to cover all the Parish.**

### b) Local Businesses –

- List of businesses by type and size available from **Anne-Marie's spreadsheets**

#### **Next steps:**

- Prepare letter to send to businesses with NP leaflets.
- Decide on method of distribution to Local Businesses
- Create full record of deliveries, any immediate responses, etc. for proof of consultation.
- With shops – provide display holders for our leaflets.
- Enlist into local NP community groups where interested.
- Local Farmers Contact details obtained for **Jon**.
- Further work to obtain other major landowners list from **Land Registry**
- Plot information on land ownership and major businesses on an aerial photo of Parish.

### c) Local Organisations

#### **Liz Burns – In contact with local Resident Groups**

#### **Next steps:**

- Decide when and how best to contact local resident groups - by going to their events or talking with secretary, etc.
- Distribute leaflets to selected organisations with the option to have on displays at their events
- Create full record of leaflet deliveries, any immediate responses, etc. for proof of consultation.
- Enlist into local NP community groups where interested. Facebook link?

### d) Households across the parish

#### **Next steps:**

- Decide on the preferred method of Leaflet distribution
- Obtain details of established 'delivery rounds' to distribute leaflets to every household
- Obtain estimate from agency to assist leaflet delivery (if reliable) or volunteers from Community Groups?

### e) Further public meetings and publicity for the Neighbourhood Plan - September to November.

- Articles for 'My Abbots' and other local magazines and papers. **Led by Jon**.
- Possibility of stand at the Tough Ten Race on 2<sup>nd</sup> October 2016? **Who's available?**
- Provide update at the next Abbots Langley Forum at the Manor House on 3<sup>rd</sup> November 2016. Who is Available? **We need to add our item to the Agenda.**

### Next Steps

- What public events should we participate in? When and where. **Bruce preparing some options on where and when to meet.**
- Do we set up regular consultation sessions at the Henderson Hub and invite the public to see us at various times/dates? **Who can help with this activity?**

### f) Preparing our database of contacts with Businesses and Local Organisations.

- A spreadsheet is required to log our engagement with each organization and business.

### g) Setting up the 15 Neighbourhood Community Groups to assist in identifying local issues and then developing proposals for their local area?

## Phase 5: Building the Evidence Base

**Our committee has identified five Topic Reports.**

**A further Nine Topics have been suggested by members of the community.**

**Some progress has been made on the selected four topics:**

#### 1. Future uses of Green Belt Land - Led by Jon Tankard.

- a. We have the contact details for 8 local farmers, which Jon has agreed to interview. Further contact is needed with the Land Registry to identify major landowners in the Parish. Awaiting outcome of Independent review of Green Belt land in the Parish.

#### 2. Local Employment Opportunities/Constraints - Led by Anne-Marie Fantom.

- a. Anne-Marie has prepared various spreadsheets identifying and classifying the 470 businesses/organisations in the Parish of Abbots Langley. Further evidence on this topic will come from Local Authority reports (Herts CC and Three Rivers DC) and interviews with local employers.

#### 3. Future Housing Needs – No progress yet. Tony Gott has not been able to do this work and has recently resigned due to health issues in his family and moving to Hemel Hempstead.

- i. **Note:** Claire May confirmed that the housing requirement for Three Rivers Council area is 514 units per year for the next 15 years. However, this does not take account of any additional housing requests that may come from National Government or other Local Authorities to meet housing demand in the Three Rivers Area.

#### 4. Range of Amenities/Facilities in Abbots Langley - Led by Cllr Liz Burns

- a. Liz has been compiling material on 130+ local organisations, amenities and facilities. Liz has provided her printed list to the Group for further analysis and integration with the material provided by Anne-Marie. We will use this list to contact local organisations across the parish and distribute our leaflets. Community Facilities includes Libraries, Community Centres, Meeting Halls, Pubs, etc.

#### 5. Identify vacant sites across the Parish for potential use or key sites for redevelopment. – Led by Bruce Prochnik.

- a. Bruce is investigating land ownership of key sites and other vacant sites across the Parish. This includes looking into ownership with the Land Registry, Parish Council and Herts. CC Estates Dept. The output from this work will identify sites for potential new uses for the Neighbourhood Plan to consider.

### Possible Future Topics are:

1. **Demographic profile of the local population from 2011 Census data etc.**
2. **Land Use distribution and major planning proposals across the Parish** – possible key sites for future development or change of use to meet public requirements.
3. **Enhancing the local centres in the main settlements** - Abbots Langley village, Bedmond, etc.

4. **Key green spaces and preserving the natural & historic environment / tree preservation orders etc.**
5. **Local shopping facilities and their diversity**
6. **Education – Future capacity of local schools for local children** - primary and secondary. Impact of Academy Schools changing their catchment areas.
7. **Future Health Care** – Medical Centres and Services within the parish
8. **Transport and Communications** – including walking and cycle networks, traffic safety concerns, speeding, parking, local congestion points, public transport provision, broadband networks, etc.
9. **Possible extra capacity for Burial Grounds**

**Note: Additional topics can be added when identified from the interactive web site etc.**

#### **Next Steps**

- **Decide which of the above topics should be included and who wishes to lead the work on each chosen topic.** Chosen topics will depend on which issues are raised by the public in our Consultation Programme.

**Any other business.**

#### **Dates for the next meetings**

**Every fourth Thursday in the month at 7pm.  
27<sup>th</sup> October, 24<sup>th</sup> November and 22<sup>nd</sup> December.**

Peter Warman  
Tel: 01923 265258  
**20.09.16**

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## Appendix A 'Sample Sheets of Assignment Briefs.'

### RANGE OF POSSIBLE TOPICS IDENTIFIED INCLUDE:

1. **Demographic profile of the local population from 2011 Census data etc.**
2. **Land Use distribution and major planning proposals across the Parish** – possible key sites for future development or change of use to meet public requirements.
3. **Enhancing the local centres in the main settlements** - Abbots Langley village, Bedmond, etc.
4. **Key green spaces and preserving the natural & historic environment / tree preservation orders etc.**
5. **Local shopping facilities and their diversity**
6. **Education – Future capacity of local schools for local children** - primary and secondary. Impact of Academy Schools changing their catchment areas.
7. **Future Health Care** – Medical Centres and Services within the parish
8. **Transport and Communications** – including walking and cycle networks, traffic safety concerns, speeding, parking, local congestion points, public transport provision, broadband networks, etc.
9. **Possible extra capacity for Burial Grounds**

See the initial drafts below for comment.

## 1. Demographic profile of the local population from 2011 Census data etc.

- **PURPOSE OF THE ASSIGNMENT**  
Compile demographic profiles of the Abbots Langley Population/Households from the 2011 Census Data and other more recent sources. Such data can be analysed a Parish, Ward and possible Postcode groupings (e.g. WD5)
- **SUGGESTED ISSUES TO EXAMINE**
  - Examine population trends, age profiles, house ownership/tenure, car ownership, etc.
  - What pressure points may be developing for schools, health care, transport, or other key facilities and services?
  - Are there are distinct characteristics of the local population compared with other parts of Hertfordshire or England?
- **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**
  - The main source of data is National Census Data. Many web sites allow this data to be accessed and analysed.
  - Such data has been analysed by the District and County Council in various reports.
  - Meetings can be held with the District and County Planners to ensure all the main sources and reports have been made available to the team.
  - Any recent research that has been conducted by local people or organisations (e.g. History Society) about the local population of Abbots Langley.
- **POSSIBLE OUTCOMES FOR CONSIDERATION**
  - Conclusions can be formed on the characteristics, possible social issues and pressure points that may arise from the demographic trends in the parish. Any distinctive features of the Parish population should be highlighted.
- **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**
  - Photographs will be important for the Neighbourhood Plan to illustrate the points that are being made in the reports. Any relevant illustrations, diagrams, graphics, and photographs should be assembled. Material of value can be added also in appendices.
- **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**
  - The key issues that are likely to impact on the proposals and policies in the Neighbourhood Plan should be summarized in one of two pages.
- **DESIGNATED LEADER AND TEAM MEMBERS**  
Not assigned yet.
- **DELIVERY TIMESCALE**  
December 2016
- **KNOWN SOURCE MATERIAL AND REFERENCES**  
Desk research on main sources is to be compiled. Other members of the group can assist with this exercise.

2. **Land Use distribution and major planning proposals across the Parish** – possible key sites for future development or change of use to meet public requirements.
- **PURPOSE OF THE ASSIGNMENT**  
To identify to main land uses across the Parish. Also, focus on all significant planning decisions that have been implemented across the Parish during the last five years and any other planning decisions that are pending.
  - **SUGGESTED ISSUES TO EXAMINE**
    - Examine the trends in land use and balance made between private housing development and the associated facilities and services required to serve the new development. This may include the impact of transport capacities and other facilities such as schools, health facilities, etc.
    - What are the ‘unacceptable’ pressures for development and are their new facilities required for which no proposals are being made.
    - Examine the use of Section 106 grants associated with local development and the extent to which this has been used to invest in local facilities in the Parish.
  - **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**
    - Three Rivers District Council and Hertfordshire County Council
    - Local Councillors involved in Local Planning Decisions
  - **POSSIBLE OUTCOMES FOR CONSIDERATION**
    - Are there local businesses that wish to expand locally but restricted by planning policies?
    - Are there land uses for which there is a known demand and possible benefits but generate local opposition in the immediate areas affected.
  - **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**
    - Photographs will be important for the Neighbourhood Plan to illustrate the points that are being made in the reports. Any relevant illustrations, diagrams, graphics, and photographs should be assembled. Material of value can be added also in appendices.
  - **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**
    - The Neighbourhood Plan is essentially about the future use of land in the Parish. This means we should inform the local population on the current uses and trends in land use so that any proposals made by the Neighbourhood Plan can be set in an objective context. Having purchased aerial photography for the whole Parish, the team can show the current distribution of land uses and any significant trends that should be highlighted.
  - **DESIGNATED LEADER AND TEAM MEMBERS**  
Not assigned yet.
  - **DELIVERY TIMESCALE**  
December 2016
  - **KNOWN SOURCE MATERIAL AND REFERENCES**  
Desk research on main sources is to be compiled. Other members of the group can assist with this exercise.

### 3. Enhancing the local centres in the main settlements - Abbots Langley village, Bedmond, etc.

- **PURPOSE OF THE ASSIGNMENT**

Identify and conduct a photographic audit of the main centres in the Parish (Abbots Langley High Street, Bedmond Centre, etc.) Illustrate what is best about the centres and gives them character that attracts and is valued locally. Identify features that require improvement or facilities that are lacking.

- **SUGGESTED ISSUES TO EXAMINE**

- From responses on our interactive web site, the public have identified some features valued and other requiring improvements in the local centres.
- Use local knowledge from conversations to find out what local people think about their local centres. This could be from street interviews, chats with local businesses in the centres, etc. Use can be made of our internet web site in survey mode, where Wifi is available.
- Make a list of all known conservation orders affecting each local centre.

- **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**

- Consult local residents and local businesses. Encourage them to put their views on our interactive web site. Talk with Three Rivers Council about future roles of local centres and existing conservation orders.

- **POSSIBLE OUTCOMES FOR CONSIDERATION**

- Valued features can be conserved by preservation orders, where appropriate. Practical recommendations can be proposed to make improvements.

- **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**

As a photo audit is proposed for this assignment, a good range of photographs should result from this work.

- **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**

Recommendations to both preserve and improve features of our local centres should be the outcome of this assignment.

- **DESIGNATED LEADER AND TEAM MEMBERS**

Not assigned yet.

- **DELIVERY TIMESCALE**

January 2017

- **KNOWN SOURCE MATERIAL AND REFERENCES**

Desk research on main sources is to be compiled. Other members of the group can assist with this exercise, particularly in taking photographs and adding their written comments.



#### 4. Key green spaces and preserving the natural & historic environment/tree preservation orders etc.

- **PURPOSE OF THE ASSIGNMENT**  
The requirement is to identify the natural features and historic sites/buildings in the Parish and ensure such features are protected and preserved for the long term. This assignment could be linked and follow on from tasks associated with Local Green Belt policies and the Audit of Local Centres in the Parish.
- **SUGGESTED ISSUES TO EXAMINE**
  - Identify places of historic interest and briefly explain their significance.
  - Also, natural features should be identified and how such places might be threatened either by development, lack of landscape maintenance or public abuse (litter, fly-tipping, etc.)
- **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**
  - Members of the Local History Society, the Local Garden Society and Resident Groups should be consulted and enlisted to help with this assignment.
  - Relevant officers in the District and County Councils should be contacted and there may be reports prepared by them on this topic.
- **POSSIBLE OUTCOMES FOR CONSIDERATION**
  - Recommendations can be made to ensure historic and natural features are preserved for future generations in the parish.
- **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**
  - A photo audit must be part of this assignment. Each selected location should be photographed to capture the valued features of the site.
- **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**
  - Planning policies can be written to ensure valued local sites and buildings are preserved.
- **DESIGNATED LEADER AND TEAM MEMBERS**  
Not assigned yet.
- **DELIVERY TIMESCALE**  
January 2017
- **KNOWN SOURCE MATERIAL AND REFERENCES**
  - Desk research on main sources is to be compiled. Other members of the group can assist with this exercise, particularly in taking photographs and adding their written comments.

## 5. Local shopping facilities and their diversity

- **PURPOSE OF THE ASSIGNMENT**

Local residents have expressed aspirations about their local shops. Meeting local aspirations in the current retail environment maybe challenging or even unrealistic. The purpose of this assignment is to examine what can be achieved to improve the diversity of local shops and the products/services they provide, whilst taking full account of commercial realities and the limits of planning policies to control market trends.

- **SUGGESTED ISSUES TO EXAMINE**

- For each local shopping area, list the current range of shops.
- Identify the extent of too much duplication. Check the views of local businesses on this matter.
- Identify any types of shops that would be valued but not available. Check the views of local businesses on this matter.
- Check the extent that local people use local retail establishments or rely on shopping centres in neighbouring areas.

- **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**

- Any area wide reports on retail activities and trends.
- Consult with the local Chamber of Commerce, Business Groups and Local Planning Authorities

- **POSSIBLE OUTCOMES FOR CONSIDERATION**

- Seek advice if there are any local promotions or planning policies that can encourage the range of shopping facilities that the local population say they would like and use.

- **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**

- Each selected local shopping location can be photographed to capture the important features affecting each area.

- **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**

- Any recommended improvements in diversity and supporting facilities of shopping parades can be proposed.

- **DESIGNATED LEADER AND TEAM MEMBERS**

Not assigned yet.

- **DELIVERY TIMESCALE**

January 2017

- **KNOWN SOURCE MATERIAL AND REFERENCES**

Desk research on main sources is to be compiled. Other members of the group can assist with this exercise.

## 6 Education – Future capacity of local schools for local children - primary and secondary. Impact of Academy Schools resulting from changes in their catchment areas.

- **PURPOSE OF THE ASSIGNMENT**  
To determine whether the projected demand over the next five to ten years for local school places at primary and secondary schools is matched by the local capacity available. If not, what are the main causes of the shortage of places given the number of schools that exist within the Parish boundary.
- **SUGGESTED ISSUES TO EXAMINE**
  - Is the growing autonomy of local schools (as they become Academies) encouraging them to look elsewhere and not serve the catchment areas of local children?
  - Is the growth in local housing increasing demand for school places - not planned for by the Education Authority? Have funds for more school places (from Section 106 grants from new housing in the parish) been diverted by the Education Authority for schools in other areas of Hertfordshire.
  - Are the current estimates by the Education Authority for school places acceptable?
  - Are local pupils expected to travel excessive distances to schools? Does this take little account of local traffic congestion at peak periods along the access roads?
- **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**
  - Local Councillors have been addressing these issues for a number of years. Their views, achievements and remaining challenges should be understood at the start of the assignment.
  - Meetings should be held with Hertfordshire County Council as the Education Authority. Requests for their current analysis and forecasts for school places for pupils resident in Abbots Langley should be requested.
  - Data on forecasts should be matched with the policies and aspirations of local schools. Public Open Evenings at local schools can be attended to assemble information. Are local catchment areas being adjusted? Are school capacities being limited as a matter of policy. Meetings can be arranged with Parent Groups at local Primary Schools to seek their views.
- **POSSIBLE OUTCOMES FOR CONSIDERATION**
  - The local population should be informed of the findings from this assignment and the issues that are likely to arise in meeting the demand for school places in the Parish.
  - If there are recommendations on how such issues can be addressed, these should be explained to local residents along with known barriers opposed to making such changes.
- **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**
  - Photographs will be important for the Neighbourhood Plan to illustrate the points that are being made in the reports. Any relevant illustrations, diagrams, graphics, and photographs should be assembled. Material of value can be added also in appendices.
- **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**
  - Policies on the adequate capacity of local schools and improving the access routes (by providing safe cycle and walking routes) are possible policies for the Neighbourhood Plan.
- **DESIGNATED LEADER AND TEAM MEMBERS**  
Not assigned yet.
- **DELIVERY TIMESCALE**  
February 2017
- **KNOWN SOURCE MATERIAL AND REFERENCES**  
Desk research on main sources is to be compiled.

## 7. **Future Health Care** – Medical Centres and Health and Social Services within the Parish

- **PURPOSE OF THE ASSIGNMENT**

To examine the full range of NHS and Social Care Facilities available to residents in Abbots Langley and determine whether such facilities adequately meet their projected needs during the next ten years. Where facilities are inadequate, make recommendations on the priorities for improvements and possible provision of improved facilities.

- **SUGGESTED ISSUES TO EXAMINE**

- Is there sufficient capacity in local GP Surgeries to meet patient demand?
- Are the range of medical services provided locally sufficient?
- Is there a need for a new Medical Centre in Abbots Langley, and if so, where should this be located?

- **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**

- Consult with Local Councillors to determine how local NHS facilities are planned and financed. Seek advice from local GP's and Social Services on current status of local facilities and any investment plans under consideration for the next five years.
- Seek advice from the local Medical Councils and Committees on their current investment plans.

- **POSSIBLE OUTCOMES FOR CONSIDERATION**

- Make recommendations that address the key health and social care issues that the consultation programme reveals. Engage in a wide discussion with local residents (via social media and public meetings) to suggest how the identified issues can be addressed.

- **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**

- Photographs will be important for the Neighbourhood Plan to illustrate the points that are being made in the reports. Any relevant illustrations, diagrams, graphics, and photographs should be assembled. Material of value can be added also in appendices.

- **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**

- Proposals for required improvements in facilities associated with Health Care and Social Care within the Parish.

- **DESIGNATED LEADER AND TEAM MEMBERS**

- **DELIVERY TIMESCALE**

February 2017

- **KNOWN SOURCE MATERIAL AND REFERENCES**

- 8. Transport and Communications** – including walking and cycle networks, traffic safety concerns, speeding, parking, local congestion points, public transport provision, investment in local car clubs, improved broadband networks, etc.
- **PURPOSE OF THE ASSIGNMENT**  
Review current transport and communication issues of concern to local residents and local businesses. Where possible make recommendations on how these issues can be addressed and how planning policies may have a part to play to assist implementation.
  - **SUGGESTED ISSUES TO EXAMINE**
    - Promote walking and cycling by the provision of a safe network across the Parish, segregated as much as possible from other traffic. Where should the current networks be extended and/or improved?
    - What measures will encourage motorists to drive safely and within the designated speed limits in the Parish?
    - Is there sufficient demand for new initiatives such as car Clubs, lift sharing schemes, etc. in selected areas of the parish?
    - Are there specific locations where traffic safety issues require attention?
  - **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**
    - Build on the evidence received from local residents via social media, our interactive web site etc.
    - Consult with local businesses about transport issues affecting their activities.
    - Talk with Hertfordshire County Council on their priorities for investment associated with transport and communications in the Parish. Review current reports, plans and investment programmes prepared by the Transport Authority for our area.
  - **POSSIBLE OUTCOMES FOR CONSIDERATION**
    - Provide a list of priorities for investment to improve transport infrastructure and communication networks in the Parish. Make recommendations on how such measures can be drawn to the attention of the Transport Authority and where appropriate incorporated in the Neighbourhood Plan.
  - **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**
    - Photographs will be important for the Neighbourhood Plan to illustrate the points that are being made in the reports. Any relevant illustrations, diagrams, graphics, and photographs should be assembled. Material of value can be added also in appendices.
  - **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**  
Make recommendations on Transport Planning Policy that address local transport issues of concern and suggest appropriate measures for the Transport Authority to implement.
  - **DESIGNATED LEADER AND TEAM MEMBERS**  
Not Assigned
  - **DELIVERY TIMESCALE**  
February 2017
  - **KNOWN SOURCE MATERIAL AND REFERENCES**  
Desk research on main sources is to be compiled. Other members of the group can assist with this exercise.

## 9. Possible extra capacity for Burial Grounds

- **PURPOSE OF THE ASSIGNMENT**  
There are no plots in the Parish for burials. Estimate the likely demand for burial plots, say, in the next ten years? Is there suitable land that can be set aside for this purpose?
- **SUGGESTED ISSUES TO EXAMINE**
  - Establish the likely demand for burial sites and the available plots within Three Rivers and Watford Districts.
  - Determine the need and demand for burial plots within the Parish of Abbots Langley.
  - Determine the commercial case for new burial land and whether this is a public or private investment venture.
- **DATA, ORGANISATIONS AND PEOPLE TO BE CONSULTED**
  - Consult with the local Crematorium Officers and Local Funeral Directors
- **POSSIBLE OUTCOMES FOR CONSIDERATION**
  - Establish whether action is required or not.
  - If burial sites are required in the Parish, are there suitable sites available?
  - Who can be expected to fund this activity?
- **PHOTOGRAPHS AND OTHER EXAMPLES TO ILLUSTRATE THE FINDINGS**  
Provide site photographs, if applicable.
- **POLICY AND PROPOSALS FOR THE NEIGHBOURHOOD PLAN**  
Write proposals addressing the provision of burial sites.
- **DESIGNATED LEADER AND TEAM MEMBERS**  
Not assigned.
- **DELIVERY TIMESCALE**  
February 2017
- **KNOWN SOURCE MATERIAL AND REFERENCES**  
Desk research on main sources is to be compiled.

End 20/09/2016.

