**Gilston Area Steering Group Meeting**

**Thursday 10th January 2019 – 19.00**

**East Herts Council Offices**

# Minutes

Present: Tom Payne (TP) - Chair, High Wych Parish Council (HWPC)

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

Mark Orson (MO) - Chair Eastwick & Gilston Parish Council (EGPC)

Jill Buck (JB) - Chair Widford Parish Council (WPC)

 Rich Cooke (RC) - (ECC)

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

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

Joint Neighbourhood Planning Group (NPG)

Simon Pipe (SP) - Customer & Media Services Manager (HC)

Will Lustey (WL) - Savills (for CPP)

Daniel Hayman (DH) - for CPP

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

 Cllr Eric Buckmaster (EB) - Sawbridgeworth Division Hertfordshire

County Councillor (HCC) & Sawbridgeworth

Ward District Councillor (EHC)

Chair Cllr Linda Haysey (LH) - Leader, East Herts Council (EHC)

Liz Watts (LW) - Chief Executive (EHC)

Kevin Steptoe (KS) - Head of Planning (EHC)

 Adam Halford (AH) - Project Officer (EHC)

Apologies:

Cllr Bob Brunton (BB) - Hunsdon Ward District Councillor (EHC)

Janine Bryant (JB) - (NPG) & Eastwick & Gilston Parish Council (EGPC)

 Cllr Danny Purton (DP) - Councillor, Harlow Council (HC)

 Patsy Dell (PD) - Hertfordshire County Council (HCC)

Claire Hamilton (CH) - Garden Town Director (GT)

Taryna Surtees-Moss (TS-M)- Communications Manager (EHC)

# 1. Welcome & Apologies

1.1 LH welcomed everyone to the meeting.

1.2 AH confirmed apologies received as set out above.

# 2. Minutes & actions of previous meeting

2.1 LH introduced the minutes of the last meeting of 9th August (Appendix 2A) and they were noted as a correct record.

2.2 5.4 – Taryna Surtees-Moss to connect Bernadette Dunthorne, Jill Buck and Mark Orson with the Garden Town place branding team - complete

 6.3 – East Herts to publish Charter workshop feedback on Council website: feedback not yet uploaded but AH suggested it is circulated and discussed in a smaller group. **ACTION: AH to suggest dates for a meeting in February.**

 6.5 Taryna Surtees-Moss to share details of Gilston-specific newsletter with Parish Clerks: details circulated by no newsletter created yet.

 6.8 Adam Halford to pull together plan of future engagement events: a later item on the agenda.

**3. Harlow & Gilston Garden Town Update**

3.1 The vision has now been adopted by EHC and now just has to be ratified by the Garden Town Board.

3.2 Weightmans have been appointed as joint legal advisors across the garden town and HDH Planning have been appointed for viability work on the Infrastructure Delivery Plan (which officers are working on with Arup).

3.3 The HGGT Transport Strategy will be published in February with the intention to consult later on during the year (in order to avoid the election period).

# 4. Gilston Area Update

4.1 Adam Halford ran through the draft programme of events and engagement, including the expectation of an outline planning application and river crossing application in May. There followed discussion around the need for further work around stewardship and the need to scope the work clearly. MP suggested we should be aiming to move towards a shadow board and LH raised that this may need to be considered by EH Executive and Council. **ACTION: Adam Halford suggested that the Steering group should provide their views on the scope of further Stewardship work to him.**

 **ACTION: Cllr Buckmaster agreed to find the timeline for HCC’s post consultation period on the A414.**

4.2 WL and DH presented for CPP setting out progress on their application and proposed consultation.

4.3 In response to a question from LH about consulting future residents, such as PHE employees, MP suggested that consulting this group would be more appropriately undertaken at masterplanning stage.

4.4 AB asked if a joint gantt chart between the developers could be produced setting out their consultation plans. MP suggested that the programme shared by AH should also be included, in order to guide the public. BT raised a further concern that the CPP consultation is at exactly the same time as the Hunsdon Neighbourhood Plan. **ACTION:** **AH to co-ordinate the overall gantt chart/diary which should summarise the key components and which organisations are responsible for what. AB asked that this is done in the next couple of weeks.**

4.5 A discussion on whether the consultation could ignore the quarry followed and the general view as that the two couldn’t realistically be separated as the public will want to know about the quarry. WL noted that Village 7 aims to start on site in 2022 and the quarry would start in the mid 2020s. CPP representatives committed to be prepared for questions about the quarry.

4.6 AB noted that there should be a clear list of early wins (such as landscaping).

4.7 **ACTION: JB asked for posters to be circulated as early as possible.**

4.8 **ACTION: LH asked developers to work with EH comms team and AH to ensure that they use appropriate HGGT branding.**

4.9 **ACTION:** **CPP offered to run a session for the Steering Group elected representatives and this offer was welcomed and agreed. CPP also agreed to circulate their slides.**

4.10 MP set out P4P plans in terms of their outline application engagement. The website is currently being ‘purged’; they are looking at film, vision for the site, engaging young people etc. The river crossing application will be a separate detailed application and P4P are considering whether to consult on that at the same time or earlier. MP mentioned a range of potential early wins including Airfield Park, planting.

4.11 BT asked if the developers could consult jointly to make things easier for the public and MP responded that they are two separate applications which need to be dealt with separately. However, AH noted that once the applications are received by the Council, statutory consultation will be undertaken by EH and the council’s proposal is that a non-technical guide is produced by the developers setting out clearly what the two applications are seeking to deliver (as outline). AH noted that the developers will also be expected to produce exhibition boards for the council to use in their statutory consultation, which he noted would last eight weeks. **ACTION: The two developers agreed to undertake this jointly and present to the March Steering Group (unless a different date is agreed) in advance of being submitted formally to the council with the applications.**

4.12 AH suggested a smaller group on the Gilston Area Charter feedback could be undertaken in February.

# 5. District, County and Neighbourhood Planning Updates

5.1 HCC Minerals consultation closes on 22nd March.

5.2 HCC A414 consultation now live. ACTION: EB offered to share a presentation on the A414 with parishes.

5.3 Hunsdon area Neighbourhood Plan has its first community event on 2/3 February, which will consider Vision and Objectives.

5.4 AB reported that their NP group has a meeting on 29 January to clarify their approach to the neighbourhood plan and what they are trying to achieve in advance of a meeting with George Pavey and the landowners.

# 6. Promoter/Developer Updates

6.1 No further updates.

# 7. Steering Group List of Matters

7.1 AH ran through the list of matters. There followed a discussion on infrastructure funding and delivery and the benefits/disbenefits for existing residents and communities and how best the benefits can be achieved and the disbenefits mitigated.

# 8. Steering Group Programme

8.1 Noted above – gantt charts to be circulated soon and shared only within the Steering Group.

# 9. Any Other Business

9.1 There was none.

The meeting closed at 8:30pm.

Date of next meeting: Thursday 14th March 2019 at 7.00pm, East Herts Council Offices.