

HUNSDON AREA NEIGHBOURHOOD PLAN MINUTES – 11th March 20119

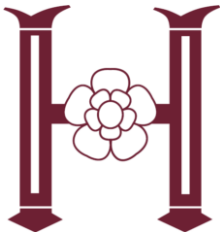
Present: B Carthy / Cllr B Dunthorne / C Page / Gill Roberts / M Slater / Cllr R Toll

Apologies

Apologies were received from: Councillor Carter, J Felstead, J McDonald, Councillor O'Shea.

Update on Community Event and Consultation

- The responses from the event have been entered onto a spreadsheet, which now needs to be analysed.
- Councillor Dunthorne suggested we hold the original spreadsheet as a base document and have a working document to use for analysis. The starting point for the analysis to be by subject matter.
- After the deadline of 1st April for the completion of the Household Survey, both data sources to be analysed. Each documents data to be kept separate but combined for the evidence base. **Action: Clerk to speak to M Phillips as to how the process can be started, and what the way forward will be.**
- **Survey status** – all the feedback and comments from the Community event on the 2/3 February and the visit to the school for the children's feedback is completed and all comments entered onto the spreadsheet. **Action: Cllr Dunthorne to provide details of how many paper copies she has and how many electronic surveys have been completed.**
- Social Media – a reminder needs to be put on Facebook: HANP, Community Hub and PC page. **Action: post reminders on all social media. Action: We need to identify a person to take responsibility for all social media to ensure a key area is not being missed.**
- It was discussed to set up a Drop In group in the Village Hall on Friday mornings to allow people to complete the survey with support. These will take place on the 15th and 22nd March from 9.00-12.00 G Robinson has offered to help people in their homes to complete the surveys. **Action: Cllr Toll to put up a laminated notice advising of the above. He will be in the VH both Fridays.**
- It was agreed to approach the key land owning stakeholders when we had a clearer idea of the community's objectives regarding land designations and also to have fully reviewed the results of the surveys and come up with our policies before meeting with other stakeholders.
- Lessons learned from the Community Event
 - Have two people typing up the comments on the day
 - There was a weak show of the younger demographic. Going forward, talk to the school to ensure all children get an opportunity to have their voices / comments heard.
 - Leaflets and all material to be branded.
 - There was a very good turnout at the event. This was endorsed by the consultants.
 - Places for People and City and Provincial sent senior people to answer questions, which was very well received.



- From the event there were several people who indicated they would like to be involved with the HANP. This needs to be followed up. Action: C Page to email the potential volunteers to come along on Saturday to the Joint NP meeting in the village hall to meet the HANP group. Thereafter arrange a social event to welcome them to the group. We need to ascertain what skills they bring to the group.

Next Steps:

- Once we have the data and clearly identified areas. Policies need to be developed.
- Ideas and Objectives – build up an evidence base. Jacqueline and Jed will help with these steps and guide us in the data analysis
- Jacqueline and Jed can push us in the right direction for further evidence, by topic.
- Survey to be back by 1st April 2019
- Use the 2011 Census
- Herts and Middlesex Trust
- District Plan
- Authority Monitoring Report
- We need to set up another meeting to discuss the policies and evidence required.
- Identify what we would like to do, i.e. Highways for traffic survey /movements
- End of Grant Report needs to be completed by Frank and Bernadette. Jacqueline and Jed will guide this process and for the initial grant application.
- 2019-20 Grant Application can be made anytime up to the end of March 2020.
- **Action: C Page to speak to the consultants re invoicing for any fees before the end of March 2019. Also M Phillips to provide an invoice for any costs incurred.**