



# Ware Neighbourhood Plan Forum

Tuesday 25<sup>th</sup> February 2020 at The Council Chamber, Ware Priory, at  
7.00pm

Target Launch date 19<sup>th</sup> March 2020  
for first consultation.

## Minutes

### **PRESENT:**

Cllr Mark Pope – Ware Town Council  
Cllr Stephen Reed – Ware Town Council  
Cllr Ian Kemp – East Herts District Council  
Keith Batchelor - Town Watch, Raynet  
Julian Bond – Save Ware’s Greenbelt  
Joy Cotterell – Ware Society  
Alasdair Reid  
David Short  
Jan Stock (Chair) – Wodson Park  
ClairThorne

### **Apology received**

Mark Montgomery, Herts Police  
Jan Wing – Ware Town Partnership, CVS  
John Wing (Ware Museum)

### **Not present:**

Cllr Alex Curtis – Ware Town Council

### **ATTENDING**

Terry Philpott, Town Clerk:

**NPF075. To approve the minutes of the last meeting 28th January 2020, and to note any actions not included on the agenda:**

The minutes were approved as an accurate record.

**NPF076: Transport Strategy expressions of Interest**

Sustainable Travel Plan Programme for Hertfordshire

Walking, cycling, bus and train focus.

2018 Strategy document provides focus.

Concentration of all measures in single town in a short period of time

Consultation with Town Councils, some of the detail still to be worked out.

Community led focus, to come up with ideas and support delivery.

Behaviour change and marketing more than infrastructure changes.

Travel plans for schools etc, fun events to publicise, bike repair centres etc.

Sense of place. Planting schemes etc.

Focus on economic benefits.

Health benefits, active and less pollution.

Key requirements for bid process

- One or two towns successful, focussed plan to be delivered.

Timescales

April panel for decision.

Rupert Lyons

Opportunity for Ware to be pioneering town

- Commitment
- Motivation
- Funding and Resource

Actions to be reviewed.

1. Bid to be circulated, done.
2. NPF papers to be sent to RL, done.
- 3. Revised bid from RL, not received**
4. Submission to HCC by April
5. WTC support in March meeting
6. Gain EHDC support by SR, MP, IK, achieved.
7. Gain HCC Councillors support by SR, MP, IK, achieved.

The group agreed until the proposal from Rupert Lyons is received no further action can take place.

JS to chase.

### **NPF077: Website update (AR)**

Logo updated and being used

URL to be publicised via newsletter (KB)

Agreed to set up Facebook and twitter (AR). AR / JB / CT / JC to moderate.

### **NPF078: Consultation Process (JS)**

To receive an update on the actions from the last meeting.

Future actions:

1. Draft Questionnaire reviewed; the smaller format agreed.
2. Revised draft to be distributed for feedback by (JS).
3. Updated map to AR (JB)
4. Tidy up and Proofread questionnaire (JB / JS / AR)
5. Quotes for printing colour and black and white 16K (TP)

Agreed colour 120gsm x 20000.

<b>NPF</b>	<b>Quantity</b>	<b>2500</b>	<b>5000</b>	<b>10000</b>	<b>12500</b>	<b>15000</b>
	A4 Halfold Portrait					
	Glossy/135gsm	69.95	94.95	168.95		245.95
	Writeable/90gsm	85.95	139.95	229.95	288.95	340.95
	Writeable/170gsm	118.95	190.95	348.95	442.95	473.95
	ECO/80gsm	110.95	159.95	238.95		321.95

6. Leaflet through every door agreed, cost tbc and distribution confirmed. £869 plus VAT for c14K. MP to confirm booking Mon 23<sup>rd</sup> March and next few days.
7. Online questionnaire to be produced. (AR) to be published at same time as paper copy.
8. Social media publicity to be organised. (AR)
9. Return paper copies to designated places in Ware.

Location	Yes / No	Final location
WTC(TP),	Yes	
Asda (IK),	Yes	
Tesco (IK), x2	Yes	
Post Office JC)	No	
Library (JC),	Yes	
Wodson Park (JS),	Yes	
Rail Station (JanW),	No	No
HRC (JW),	Yes reception	
Chauncey(CT),	Yes	
Presdale (MP),	No response	
GSK (IK	?	
St Marys(CT).	Yes	
Dry Cleaner	Yes	
Musley Community Store	KB	
Kings Hill Store	KB	
Cromwell Store	KB	
Allenberrys	IK	
Christchurch	JC	

10. Boxes to be sourced (TP). See notes at bottom of agenda

Printed boxes x 25 to be produced budget £10 each. (TP)

Distribution of leaflets at the station to be checked (SR)

Closing date for responses 9<sup>th</sup> April 2020, named person to collect and deliver to WTC by 8pm.

### Analysis

Data to be entered into database / spreadsheet by work experience student if available by 16<sup>th</sup> April.

Analysis 17<sup>th</sup> April from 1pm CT, JB, AR, JC, SR, IK, DS, JS.

Additional leaflets to distributed if response low. (Target response 579 to 978)

### NPF079: Ongoing actions

**Ongoing Action:**( JS) to request updated air quality report in the summer of 2019, with profiling of development phase and post building phase, with mitigation. Proposed locations, GSK, Star Street, High Street, Park Road and New Road.

**Ongoing Action:** All To review the green spaces and views on future use as part of Nature Conservation brief, to photograph and note the locations. JB/DS to support.

**Ongoing Action:** To get all archive documents accessible to the membership, drop box log in to be distributed JS / JB

**NFP080. Any other business**

Date of next meeting 17<sup>th</sup> March 2020 7pm

**For information Project leaders.**

Transport – Jan Stock

Employment – Jan Wing

Community and Wellbeing – Keith Batchelor

Heritage Assets – John Wing

Housing – Mark Pope

Nature Conservation – David Short

(Design to be incorporated in all subject headings and not retained as a separate heading)