



## WARE NEIGHBOURHOOD PLAN

# Steering Group

Tuesday 20<sup>th</sup> July via Zoom at 7.00pm

Via Zoom

### Minutes

Keith Batchelor - Town Watch, Raynet  
Cllr Alex Curtis – Ware Town Council  
Cllr Mark Pope – Ware Town Council  
Cllr Stephen Reed – Ware Town Council  
Cllr Ian Kemp – East Herts District Council  
Julian Bond – Save Ware’s Greenbelt  
Alasdair Reid  
Peter Radley  
John Wing (Ware Museum)  
Jan Stock (Chair) – Wodson Park

#### **Not present:**

#### **Apologies**

Joy Cotterell – Ware Society  
Mark Montgomery, Herts Police

#### **ATTENDING**

Terry Philpott, Town Clerk:

**NPSG010. To approve the minutes of the last meeting of the Neighbourhood Plan Forum on 15<sup>th</sup> June 2021, and to note any actions not included on the agenda:**

The minutes were approved as an accurate record.

**NPSG011: Policy Options feedback / Skeleton draft document review (Alison Eardley)**

A process to review changes was agreed with AE being the custodian of the information. A deadline to be set for submission of comments.

Crane Mead map corrections required (JB)

Suckling's Yard and Travis Perkins yards to be identified as employment land

Explanation in the plan re the difference between the Neighbourhood Plan boundary and Parish boundary required.

All other headings were approved with no amendments.

#### **NPSG012: Mapping requirements update**

To obtain Environmental report from Herts and Middx wildlife trust (AEW/TP).

#### **NPSG013. Strategic Environmental Assessment (JS).**

Consideration of undertaking Strategic Environmental Assessment that will require 5-week consultations with relevant parties, this will be facilitated by EHDC update from JS following discussion with George Pavey, EHDC.

IK to chase EHDC as no response received, however the view was the requirement for an SEA was not required.

#### **NPSG014. Public Consultation**

There is potential several opportunities to "piggy-backing" on events already planned around the town, for example

Southern Maltings 5th September.

Rock in the Priory (at the drill hall) early September.

Music and Motors event 21<sup>st</sup> August

A series of information board to be developed to show

- What we are doing and why (brief explanation of neighbourhood planning)
- Map of the town boundary (clearly showing the NE Ware development is out of scope)
- Vision and objectives
- A separate board for each policy with a summary of the issues we are trying to address
- What happens next - timeline and how people can be more involved
- Feedback – space for people to put comments on post-it notes

**Action: Develop the draft content for the display boards and circulate for comment (JS)**

A more in-depth presentation to be developed for use with groups such as Ware U3A, Ware Society etc. This would be supported by a questionnaire to encourage feedback

**Action: Develop the draft presentation and circulate for comment (JS)**

The draft plan to be uploaded to the website, but segmented to encourage people to read the sections they are particularly interested in.

**Action: Segment the plan for the website (AE &AR)**

**Action Develop a short paragraph for the Ware Society newsletter encouraging their members to look at the website (JS & IK)**

**Action: Consideration to be given to how we promote via social media platforms (all).**

**NPSG015: Locality Funding update**

The balance of the funding has been applied for, confirmation has been received that the application is successful.

**NPSG016: Website update and Communications (AR)**

A verbal update re the NPF website was received.

**NPSG017. Review of potential next steps for the Neighbourhood Plan with options for additional consultant support (AE).**

Action: JS to update the previous plan and consult with AE.

*Note Some funding already invoiced is still available for future work.*

**NPSG018: Ongoing actions**

**Ongoing action: Governance Boundary Changes**

Work is ongoing in this area

**NPSG019. Any other business and date of next meeting.**

Next meeting 17<sup>th</sup> August 2021 via zoom.