

**Stanstead Abbots and St Margarets Neighbourhood Plan
Application for Designation of Neighbourhood Area**

This application is made by Stanstead Abbots Parish Council as the lead relevant body for the preparation of the Stanstead Abbots and St Margarets Neighbourhood Plan.

Please find attached a map, which confirms the Neighbourhood Area subject of this application, depicted with a red line boundary (Appendix A).

Stanstead Abbots Parish Council has confirmed its role as lead body and the appropriate Parish Council meeting minute is appended to this application (Appendix B).

We have carefully considered the options for a Neighbourhood Plan in our area and discussed this at length with Stanstead St Margarets and Great Amwell Parish Councils. We have decided to designate the Neighbourhood Plan Area to include the whole of Stanstead Abbots and Stanstead St Margarets parishes together with the area of Great Amwell, known as The Folly. This allows us to include the whole of the settlement of Stanstead Abbots as shown in the East Herts District Plan 2011 – 2033, Inset Map 29.

The joint approach chosen, after many months of deliberation, combines the wishes of Stanstead St Margarets and Stanstead Abbots to prepare a Neighbourhood Plan and Great Amwell not to prepare a Neighbourhood Plan but to recognise that residents who live in the area known as The Folly consider themselves to live in Stanstead Abbots.

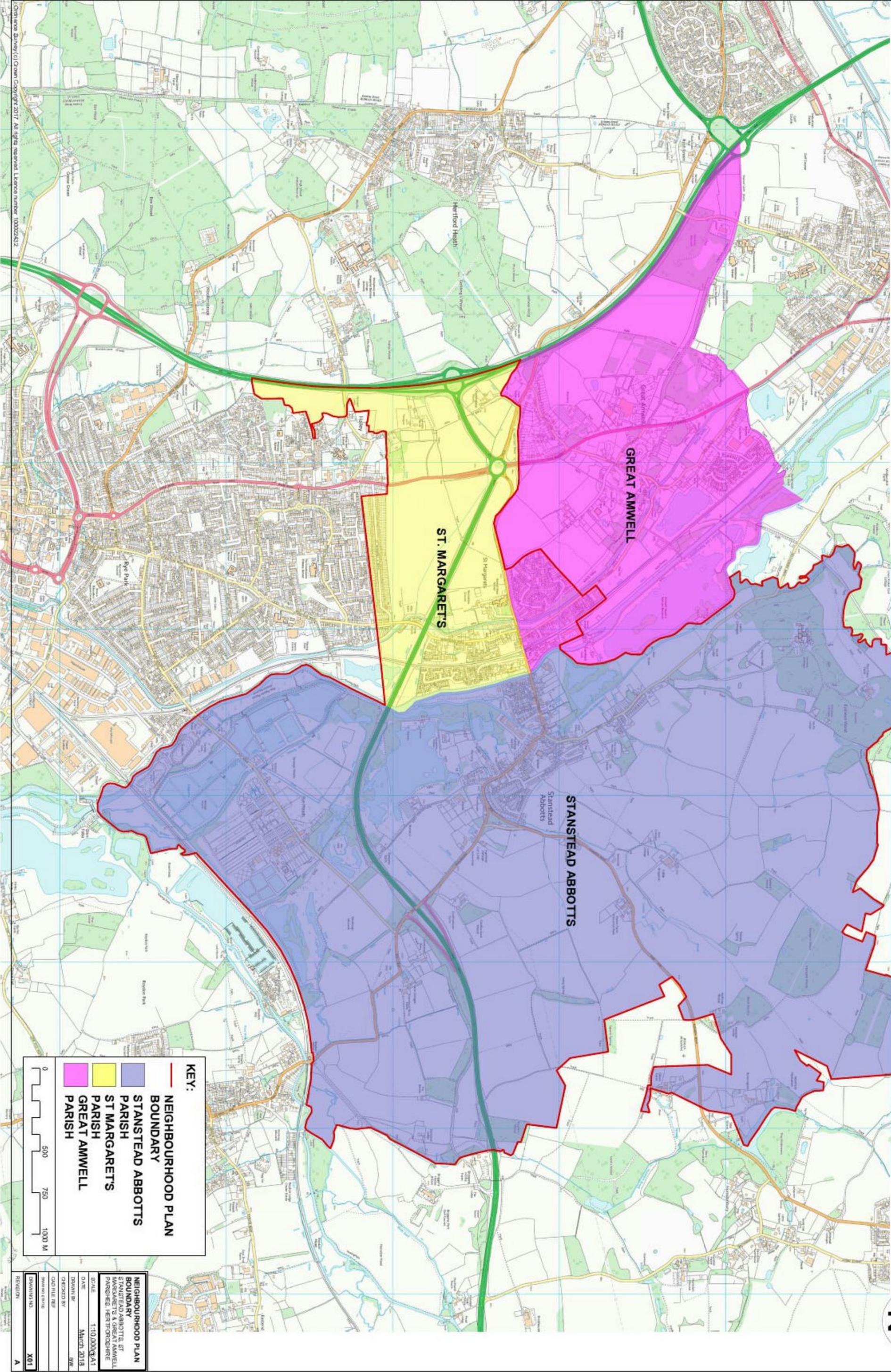
The area known as The Folly is the only area of Great Amwell, which does not lie in the Green Belt. The Neighbourhood Plan will provide for the right level of development within the Neighbourhood Area whilst protecting the rural nature of Stanstead Abbots and Stanstead St Margarets.

Section 61F (2) of the Localism Act allows for Neighbourhood Plan area to be designated which contain areas of other parishes, in addition to the parish of the relevant body, with those parishes' consent. Stanstead St Margarets and Great Amwell have given consent and signed copies of the minutes from their Parish Council meetings are appended to this application (Appendix C).

Yours sincerely

Jacky Flemming

Jacky Flemming
Clerk to Stanstead Abbots Parish Council

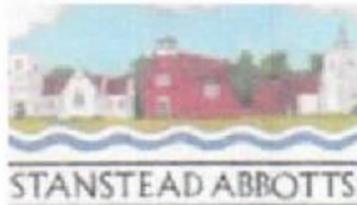


KEY:

- NEIGHBOURHOOD PLAN BOUNDARY
- STANSTEAD ABBOTTS PARISH
- ST MARGARETS PARISH
- GREAT AMWELL PARISH

0 500 750 1000 M

NEIGHBOURHOOD PLAN BOUNDARY	
STANSTEAD ABBOTTS, ST MARGARETS & GREAT AMWELL PARISHES, HERTFORDSHIRE	
DATE	1:10,000/CA1
DATE	March 2018
DRAWN BY	AW
CHECKED BY	
DATE	
DRAWING NO.	X01
REVISION	A

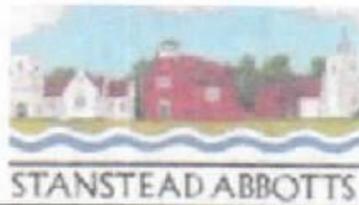


Stanstead Abbots Parish Council
www.stansteadabbottsparishcouncil.gov.uk

**Minutes of the meeting held at 7.45pm
 In the Ashlea Room on
 15th March 2018**

	Action
<p>Councillors present Julia Davies - Chair George Cassidy Mike Dormon John Hickford Julia Witting Mariesa Clarke</p> <p>Eric Buckmaster</p>	
144/17/18 Public Forum, no members of the public were present	
<p>145/17/18 Police Report Highlighted the increased risk of Cyber Crime and increase in fly tipping</p>	
<p>146/17/18 Apologies accepted- This meeting had to be moved from the original date of 8th March because the Ashlea room was being re-wired. Paul Breach Marc Lyall</p> <p>Mike Allen – East Herts Council – attending another meeting in Bishops Stortford Eric Buckmaster – Hertfordshire County Council (arrived late having been delayed by attending another meeting)</p>	
147/17/18 Declarations of Pecuniary interests – none	
148/17/18 To grant dispensations on matters to be discussed – none needed	
<p>149/17/18 Minutes of the meetings of Stanstead Abbots Parish Council Minutes 18th January 2018. These were confirmed as an accurate record of the meeting and signed by the Chair.</p>	
<p>150/17/18 Financial</p> <ol style="list-style-type: none"> 1. Bank reconciliation agreed 2. Payments and donations were approved 1. Confirmed the ongoing approval of electronic banking and payments as authorised by 2 councillors with The Unity Trust Bank 	
151/17/18 Internal Auditor – it was agreed to change to Council audits	JF
<p>152/17/18 reports from District and County Councillors No reports were available</p>	
<p>153/17/18 Minutes of Finance and Policy committee have been previously circulated. To confirm documents Reviewed by Finance and Policy committee on</p> <ol style="list-style-type: none"> 1. SAPC Asset register – confirmed 2. SAPC Standing Orders - confirmed 3. SAPC Financial Regulations - confirmed 4. SAPC Risk assessment - confirmed 	
<p>154/17/18 Format of Parish meeting 10th May Agreed is to be on the theme of Health, suggested topics The report of the Chairs of the Parish Council and the Neighbourhood Plan Pilates- the Pilates teacher has agreed to give a short talk Table Tennis – to encourage the use of table tennis table in the Meadow Police – annual crime figures and advice – Police to be invited to have a stall Cyber-crime – Cllr Paul Breach will give a talk about this To encourage the development and use of the Parish Hall and upstairs room - Mo Local issues such as the Quarry East Herts and GP Social prescribing – to invite new officer</p>	

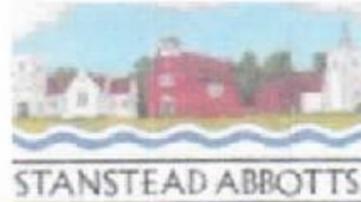




STANSTEAD ABBOTTS

<p>155/17/18 Update on CCTV This is currently being installed, to qualify for the East Herts Grant the work needs to be completed and the grant claimed by the 31st March.</p>	
<p>156/17/18 Planning Applications 3/18/0365/FUL: Conversion of garage/store to create ancillary residential annexe AT: 1 Home Farm Cottages Hunsdon Road Stanstead Abbots Ware Hertfordshire, by 23rd March 3/18/0308/LBC: Alterations and strengthening works to roof. Repair and strengthening works to 1st floor timber beam and first floor structure. Part raising of ceiling at high level first floor. AT: Underwood Cottage Easneye Ware Hertfordshire SG12 8LS by 15th March</p> <p>Decisions 3/18/0006/VAR: Variation of Condition 12 (Hours of use) of 3/15/0042/FP :-Reinstatement of 2 bays of 5 bay glasshouse for B1 office use and workshop. The use of the premises shall be restricted to the hours of 7.30 hrs to 17.30hrs Monday to Friday and 8.00-13.00 hrs on Saturdays only, but not on Sundays and Bank Holidays. AT: Ambler View Marsh Lane Stanstead Abbots Hertfordshire SG12 8HH, Granted with restrictions Deliveries to the site shall be restricted to 09:00hrs to 16:30hrs Monday to Friday, and none on Saturdays, Sundays and Bank Holidays. 3/17/2946/HH: Demolition of rear extensions. Erection of a single storey side and rear Extension AT: 23A Roydon Road Stanstead Abbots Ware Hertfordshire SG12 8HQ Granted 3/17/2395/FUL: Double storey front extension with attached garages to front. Change of use of ground floor from office to dwelling.AT: The Old Windmill Glenmire Terrace Stanstead Abbots Ware Hertfordshire SG12 8AD – Application withdrawn</p>	
<p>157/17/18 The Quarry - Mineral extraction consultation The received 1400 objections thru the website plus 400 by post – this will take time to sort through.</p>	
<p>158/17/18 Rattys Lane – a public enquiry is to be held – details awaited</p>	
<p>159/17/18 To confirm the designated area of the Neighbourhood plan. It was Resolved that SAPC wish to complete a multi-council Neighbourhood plan with the designated area to include Stanstead Abbots Parish, St Margaret's Parish and an agreed part of the Great Amwell Parish area known as the Folly. The NP Plan group have set up a subgroup and a communications group and taken on the services of a consultant at a rate of £500 per day. It was agreed that it was necessary to set out objectives and goals for the consultant. There is to be a meeting with her on 28th March to discuss this. The next NP management group meeting will take place on the 20th April at 9.30 am in the Ashlea room.</p>	
<p>160/17/18 East Herts District Plan – consultation ends 29th March 2018 Consultation documents are available online at https://www.eastherts.gov.uk/mainmodifications It was agreed that all comments should be sent to Cllr Davies who will send the PC response by the 29th March.</p>	<p>JD</p>
<p>161/17/18 Update on the defibrillator – this has been ordered and will be installed as soon as possible, the Training is to be advertised and is open to all – The Councillors wish to thank Cllr Marc Lyall for all his hard work and the generosity of all those individuals and businesses who have made donations.</p>	
<p>162/17/18 Parish hall Cllr Clerk has attended Parish Hall meetings and will ask if minutes of these meetings can be circulated. The Re-wiring is currently being done but has over run, so meetings (including this one) have been held in the entrance area of the Parish hall. It was noted that there is no light being fitted outside the Ashlea room. Room upstairs above the Ashlea room – use as a Commercial space was suggested.</p>	<p>MC MC</p>
<p>163/17/18 Crime and poor performance in the waste sector consultation</p>	





<ul style="list-style-type: none"> • Question 22: Have you experienced an increase or a decrease in criminality and poor performance in the waste sector over the last few years? Q22 yes, there has been an increase in Fly tipping • Question 83: What more could be done to improve householder awareness of their duty of care and prevent fly-tipping of household waste. Tips should be open longer and be less restrictive in what they will accept – return to previous open hours • Q86 communicate measures needed to identify that they are registered, guidance is needed for what to do with different types of waste and to raise awareness. • Question 86: Do you think that the introduction of a Fixed Penalty Notice for the offence of a householder passing their waste to an unauthorised person would help tackle fly-tipping? No, there needs to be more information about where to find legal registered operators. • Question 89. Following the implementation of the Fixed Penalty Notice, do you think that local authorities should communicate how frequently they use these penalties, and the impact on fly-tipping? No, resources should be put into providing information and facilities to recycle and dispose of different types of waste and to reduce packaging and the use of plastic. 	
<p>164/17/18 GDPR The NALC toolkit is noted but further information and advice is needed about the role of Data Protection officer for the Parish Council.</p>	
<p>165/17/18 New Cllr mentorship – 2 Cllrs will look at this and report back</p>	
<p>166/17/18 Councillor roles to be considered on the 17th May. Expressions of interest are needed for the Parish Council committees, especially the Traffic and maintenance committee.</p>	
<p>167/17/18 Items for the agenda for the next Parish Council meeting on the 17th May 2018 (with reports) to the Clerk by e-mail by 1st May. Dates of next meetings and events - some to be agreed(TBA)</p> <ol style="list-style-type: none"> 1. Parish Meeting 10th May 2. Maintenance and Traffic Committee meeting 28th March at 4pm at the Meadow 3. Planning committee meeting TBA 4. Finance and Policy 26th April 7.30 in the Ashlea room. <p>Neighbourhood Planning Meeting 20th March 9.30am in the Ashlea room.</p>	<p>all</p>

Further information on any items above can be obtained from the Chair of the Parish Council Cllr Julia Davies on tel 01279 793171 or from the Clerk on 07585029375

Signed  Chair. Dated 26-4-18

**Minutes of the meeting held at 7.30pm
In the Nigel Copping Community Hall on**

6th February 2018

	Action
<p>Councillors present Nigel Copping – Chair Roger Chapman Clare Maynard Cathal Brennan Nick Cox</p>	
<p>99/17/18 Public Forum – There were no members of the public present</p>	
<p>100/17/18 Apologies – June Robinson – in hospital Martin Robinson Mike Allen - East Herts</p>	
<p>101/17/18 Declaration of Interest Nigel Copping is a Trustee of St Margaretsbury Trust.</p>	
<p>102/17/18 The Minutes of the meeting of Stanstead St Margaret's Parish Council on 9th January 2018 were confirmed as a record of the meeting.</p>	
<p>103/17/18 Financial and budget</p> <ol style="list-style-type: none"> 1. The bank reconciliations – the bank statement for January has not been received 2. Payments were agreed Printing costs for the incinerator leaflets ACP printing £123.55 3. Appointment of internal Auditor – A local auditor to be asked if she will undertake the Audit. 	
<p>104/17/18 New Data Protection Legislation Cllrs are aware that there are changes to Data Protection legislation in May 2018, and the PC needs to appoint a Data Protection Officer and ensure that it is compliant but note there is currently no consensus about who should perform this role and what needs to be done. They await further guidance from HAPTC.</p>	
<p>105/17/18 Reviews</p> <ol style="list-style-type: none"> 1. Asset Register – Reviewed and accepted 2. Standing Orders – Reviewed and accepted 3. Financial Regs – updated to take account of on line banking 4. Risk Assessment – Reviewed and accepted 	
<p>106/17/18 Planning Applications:</p> <p>Decisions: 3/17/2743/HH: Single storey side/rear extension AT: 66 Hoddesdon Road Stanstead Abbots Ware Hertfordshire SG12 8EQ – Granted 3/17/2686/HH: Single storey rear conservatory AT: 53 Lawrence Avenue Stanstead Abbots Ware Hertfordshire SG12 8TY – Permission not needed.</p>	
<p>107/17/18 Neighbourhood Plan – the minutes of the last meeting of the neighbourhood plan group on the 6th December have been circulated. It was Resolved that Stanstead St Margarets Parish Council would be part of a joint Neighbourhood Plan with Stanstead Abbots Parish Council and an area of Great Amwell Parish. It was resolved to contribute to the cost of the Neighbourhood Plan and consultant Jacqueline Veeter, on the understanding that grant applications will be made to cover the majority of the costs incurred.</p> <ol style="list-style-type: none"> 1. The Neighbourhood Plan group have formed a Management committee, and a communication subgroup 	

<p>2. Financial matters – the NP plan consultant fee needs to be paid. It was noted that her costs of £2500.00 to date cannot be funded by grants.</p>	
<p>108/17/18 Update on the Rattys Lane Incinerator application. Thanks have been received from Residents. St Margarets PC paid for 6500 copies printed and hand delivered to households in the district. The application has now been called in by Sajid Jarvid the Secretary of State for communities and Local Government and a Public Enquiry is to be held.</p>	
<p>109/17/18 The Quarry Cllrs are aware of the growing Facebook campaign to stop the proposed Briggens estate quarry and expressed their support. A letter objecting to the plan to be sent.</p>	
<p>110/17/18 St Margaretsbury Trust update Planning application and Car Park – no further information available There is a Trustee meeting on the 7.2.18, Cllr Copping will attend.</p>	
<p>111/17/18 Parish Meeting There was a short discussion about the format of the Parish meeting, which will be held on the 8th May prior to the Annual meeting of the Council. Councillors will attend the SAPC Parish Meeting on the 10th May.</p>	
<p>112/17/18 End of First World War Beacon Event There is to be a church service at one of the churches, Venue to be confirmed, and bells will be rung. It has been suggested that the beacon be located at the church. Cllr Maynard will report back to the next meeting.</p>	
<p>113/17/18 To suggest items for the agenda for the next meeting of the Parish Council to be held on 13th March at 7.30 In The Nigel Copping Hall. All agenda items to be forwarded to the Clerk no later than 3rd March.</p>	

Signed.....
 Nigel Copping, Chairman

Date *13 March 2018*

EXTRACT FROM THE MINUTES OF THE MEETING OF GREAT AMWELL PARISH COUNCIL HELD ON 8 MARCH 2018

5301 STANSTEAD ABBOTTS AND STANSTEAD ST MARGARETS NEIGHBOURHOOD PLAN

Councillor Mrs A Hardy reported on her attendance at a meeting of the Stanstead Abbots and Stanstead St Margarets Neighbourhood Plan Working Group.

The Parish Council noted the matters discussed at the meeting, particularly the requirement for it to give consent to an area of Great Amwell Parish Council being included within the Stanstead Abbots and Stanstead St Margarets Neighbourhood Plan.

Members noted the detail of the area concern as identified on the plan tabled by Councillor Mrs Hardy.

The Parish Council agreed that the area identified on the plan (the area of the parish not highlighted in green) appended to these Minutes be included within the Stanstead Abbots and Stanstead St Margarets Neighbourhood Plan.

This is a true and accurate extract from the Minutes of the Parish Council meeting held on 8 March 2018.

Signed:

 Clerk

Signed:

 Clerk

Dated this 12th day of April 2018