

## **Ickleford Neighbourhood Plan Steering Group Committee meeting minutes**

Thursday 7 October 2021, 8pm in the Snug at the Old George

**Committee member attendees:** Ruth Bryer, Louise Peace, Bob Overett, Mike Willoughby, Pauline Gardiner

**Apologies:** Mike Jones, Sam Zalin-Miller, James Tizzard

### **Minutes of the meeting of 9 September 2021 approved**

#### **Project timings**

- The draft design codes report from AECOM is not yet in. AECOM hope this will be with us next week. This delays when Sally can start on drafting the neighbourhood plan and the extent to which we can consult on this at the information session.
- It was therefore agreed to delay the information until November.  
**Action: Louise to liaise with the Village Hall over a new date**

#### **Update on additional information highlighted on action plan**

- *Environment*  
Louise contacted the Herts and Middlesex Wildlife Trust who have supplied some template environmental policies and put Louise in touch with the Herts Environmental Records Centre. The centre can supply us with natural history information for the parish and a Zoom meeting to discuss it for £50+VAT. Sally has informed us that this is excellent value for money and it will be taken forward.
- *Locally important features and buildings*  
Mike W began a list of locally important features and buildings. This is on Box and has been added to by other group members. Pictures have yet to be included. There is also a list of community assets drawn up by James and Mike J.
- *Key views*  
Bob has created a PowerPoint presentation of key views and areas of Ickleford. In addition to supporting the plan, this can be used to publicise and engage people before and during the information session.
- *Green spaces and land ownership*  
Work on uncovering land ownership by the local and district council is ongoing. Judith was already looking into this for other reasons and it does not appear to be straightforward.

#### **Autumn information session**

- The need for a simple professional approach was agreed.  
**Action: Ruth to develop themes and work with Bob to mock up content for information session**
- Possible content was discussed including:
  - Questionnaire results
  - Vision and aims, design codes and policies from draft neighbourhood plan
  - Views and local features
  - Natural history, possibly including information from the River Hiz conservation group

- Village history, including maps and old photos, perhaps with 'then and now' examples.

**Action: Mike W to following up local contacts about old photos/maps and copyright**

- Other local photos
- Creative table for kids, potentially with Ickleford theme
- Feedback activities, e.g. on policies, on views
- Refreshments, possibly mince pies and mulled wine/non-alcoholic mulled wine

**Action: Bob to liaise with Icklecafe about possible attendance once date determined**

- *Materials*

Mike W has obtained a large projector screen.

**Action: Bob to research borrowing/renting display stands and projector**

- *Publicity*

Online publicity will be paired with banners and posters. These to be put up two weeks before the event.

**Action: Ruth to liaise with Mike over printed materials**

#### **Finance**

- No costs this month

**Date of next meeting:** To be confirmed