

**Local Allocation LA6 land at Chesham Road, Bovingdon  
Dacorum Room, Civic Centre, Hemel Hempstead**

**Minutes**

**Meeting Date**

7 May 2013

**Attendees**

Present: Marguerite Cahill (Strategic Planning and Regeneration)  
 Laura Wood (Strategic Planning and Regeneration)  
 Miss Lindsey Coates (The Mount Residents Association)  
 Mr. Tony Trigg (Bovingdon Parish Council)  
 Mr. Richard Briden (Bovingdon Parish Council)  
 Rev'd Charles Burch (Bovingdon Parish Council)  
 Joan Reid (Development Management)  
 Laura Badham (Strategic Planning and Regeneration)  
 Loretta Asare (Strategic Planning and Regeneration)

Apologies: Matthew Kay (Ministry of Justice)

Discussion	Action
<p><b>1. Welcome and Apologies</b></p> <p>Marguerite was Chair.</p> <p>Matthew Kay sends apologies for not being able to attend but has provided contact details should any of the group have any concerns or questions regarding the site that DBC cannot answer today.</p> <p>Purpose of meeting was highlighted to the group -</p> <ul style="list-style-type: none"> <li>• Establish a basic set of design principles for the development of the site.</li> <li>• Hear a variety of opinions and ideas / tap into local knowledge.</li> <li>• Identify key concerns, opportunities and potential solutions.</li> <li>• Find consensus and common ground over the proposal.</li> <li>• Use these principles to:                             <ul style="list-style-type: none"> <li>• help guide the planning requirements for the allocation of the site in the Site Allocations document; and</li> <li>• inform the more detailed delivery and planning of the development through the supporting Master Plan.</li> </ul> </li> </ul>	
<p><b>2. Context for Master Plan</b></p> <p>The context for the Master Plan was explained by Marguerite.</p> <p><b>Core Strategy</b></p> <ul style="list-style-type: none"> <li>• Strategic decisions made over the level of housing development and the need for green belt / greenfield releases (local allocations).</li> <li>• Local Allocations formally identified in Pre-Submission Core Strategy and consulted on November – December 2011.</li> <li>• Core Strategy (and local allocations) tested at examination and through Hearing in Public (October 2012).</li> <li>• Preliminary feedback from the Inspector did not ask for changes to be made to the local allocations.</li> <li>• Main modifications consulted on January - March 2013.</li> <li>• Main modifications, representations received, and Council's responses with Hearing Inspector (early April 2013).</li> </ul>	

Discussion	Action
<ul style="list-style-type: none"> <li>Awaiting Inspector’s final report with anticipated adoption of Core Strategy in early summer.</li> </ul> <p><b>Site Allocations DPD</b></p> <ul style="list-style-type: none"> <li>Site Allocations document will be required to allocate the level of development signaled by the Core Strategy.</li> <li>It will define the site, take it out of the Green Belt, establish development principles and set out when the proposal will be delivered.</li> <li>Master Plan needed to support each allocation and explain in detail how the development will be planned and brought forward.</li> <li>Work needs to be completed early in order to move forward the Site Allocations document.</li> </ul>	
<p><b>3. Site Context</b></p> <p>The Site Context was explained by Marguerite.</p> <p>Key points –</p> <p><u>Landscape Character</u> Site is an open green area with mature hedgerows and tree cover Site is within Metropolitan Green Belt</p> <p><u>Ecology</u> There are no statutorily designated nature conservation sites within the site.</p> <p><u>Heritage</u> There are no designated heritage assets within the site.</p> <p><u>Flood Risk</u> According to the Environment Agency’s Flood Risk maps, the site falls within Flood Zone 1, where there is a low risk of flooding.</p> <p><u>Water Supply and Balancing Pond</u> The balancing pond to the front of the site is associated with the Prison. It is envisaged that the use of the pond will be required by the prison after the site is developed.</p>	
<p><b>4. Master Plan – Questions and Discussion</b></p> <p>The following issues were discussed:</p> <p><b>Green Belt Boundary</b></p> <p>The Site Allocations process would remove the site from the Green Belt. The new GB boundary should be clearly defined and follow a natural line. This is straightforward with this particular site given the shape and location of the site in relation to the rest of the village. Whilst the entire site would be taken out of the Green Belt, there would areas within the site that that would not be developed, such as the balancing pond and any play areas / green space areas. The group generally agrees that edge of the site should represent the Green Belt Boundary.</p> <p><b>Access</b></p> <p>The main vehicular access will be off Molyneaux Avenue with pedestrian access off Chesham Road. It was suggested by DBC that there could be direct vehicular access to the rear of the new properties from Chesham Road. However, access to driveways only from Chesham Road is envisaged at the moment, not an additional access road. Hertfordshire Highways would generally be in agreement with this arrangement at this preliminary stage.</p>	<p>MC</p>

Discussion	Action
<p>Other suggestions included access off Hyde Lane and Lancaster Drive (for pedestrian access / cycle access). Again Hyde Lane could be used for driveway access only but it was considered that people would not want to use Lancaster Drive as an access point. A pedestrian crossing was suggested at the junction of Hyde Lane and Chesham Road. Developer contributions via S106 or CIL should cover this (this was marked on the map provided).</p> <p>Concerns have been raised by some residents about open land at Mitchell Close and Lysander Close being sold by the Ministry of Justice - to be checked with Matthew Kay from the Ministry of Justice and fed back to group (this was marked on the map provided).</p>	MC
<p><b>Ecology/Landscaping</b></p>	
<p>Herts Biological Records Centre assessed Habitat Survey Phase 1 Study submitted by the applicant, and concluded that there are no nature conservation sites, evidence of protected species were found within the site.</p> <p>It was agreed by all that as many trees as possible should be retained on the site, where possible.</p>	
<p>The issue of land contamination was highlighted. It is not believed there is any contamination on the site. Residents raised concerns regarding dumping / fly tipping activity currently that seems to coming from the prison. DBC will raise this with Ministry of Justice as a short term issue.</p> <p>Integrating the balancing tank within the site was suggested. This could be turned into a pond along with suitable vegetation to make it into a feature. However Joan Reid (Planning Officer) raised possible concerns that a feature such as this would have on safety within the housing development. DBC will check with Ministry of Justice for assurance on security and safety issues.</p>	MC
<p>Land left of Molyneaux Avenue needs to be tidied up but is not owned by Ministry of Justice. This is privately owned and DBC have no control over it. We could however, screen the verge as this is owned by the Ministry of Justice. Visibility of the junction may then become blocked as a result and DBC will need to consult Hertfordshire Highways.</p> <p>Allotment provision is needed for Bovingdon. This site is too small however and other sites are more appropriate. S106/CIL monies should be available to help the Parish Council pay for this provision.</p>	MC
<p><b>Design / Layout / Housing Mix</b></p>	
<p>The Masterplan Framework contained within the Statement of Common of Ground shows an indicative map which was used for the purpose of the discussion with the group.</p> <p>The issue regarding the height restriction imposed by the National Air Traffic Services (NATS) was raised as an issue by the group. New properties on the site would more than likely be two-storey given the height restriction.</p> <p>Bovingdon Brickworks could provide local bricks (Chiltern Bricks) for the new housing , which would be in-keeping with many of the houses in the rest of the village.</p> <p>Social/affordable housing is needed – 40% affordable housing is already a requirement in the Core Strategy and will be applied to the site. This will be in the form of shared ownership/rented.</p>	

Discussion	Action
<p>Two and three bed (starter) properties are needed, and houses not flats are preferred including a mix of terrace and semi-detached housing and a mix of regular with affordable/social housing. Allocated parking should be enforced to prevent overflow parking from prison from using parking spaces.</p> <p>The level of housing need is unclear as The Housing Needs Assessment does not detail the smaller settlement levels. DBC will check with the Housing team on this. If there is a shortfall in the housing provision on the Bovingdon site this will be made up elsewhere in Dacorum and not on another site within Bovingdon.</p> <p><b>Community Facilities Infrastructure &amp; Contributions</b></p> <p>S106 or CIL contributions will help to pay for community facilities as part of the development.</p> <p>The development needs to be part of the village rather than an-add on. Screening the development with the existing fir trees will be good but the trees need to be reduced to help with the integration of the site into village.</p> <p>No other land would be supported by the Parish Council if it meant loss of Green Belt. We want to show a gradual approach to the site and bring it forward over time. This could prevent another site in Bovingdon being earmarked if other borough sites full into problems meeting their housing requirements.</p> <p>The Parish Council raises the issues that there is no mention of them within the Statement of Common Ground. If the Parish Council is happy with the draft Master Plan the parish logo can be included on the document to show it's been drawn up in partnership with DBC.</p>	<p>MC</p>
<p><b>5. Summary and Next Steps</b></p> <p>The draft Master Plan will be drawn up early 2014 for consultation.</p> <p>Contact Details for Matthew Kay, Ministry of Justice were given to the group.</p>	
<p><b>6. A.O.B.</b></p> <p><b>None.</b></p>	