

## **SELECTIVE NEIGHBOURHOOD PLAN WORKING GROUP MEETING HELD ON 4<sup>th</sup> April 2019**

Notes of a meeting of the appointed councillors to the Selective Neighbourhood Plan Working Group.

### **Present:**

Cllrs. Kate Walder and Jean Curteis, non-council members: Jim Boot, Sue Quinton, Richard Masefield and Graham Smith.

### **Apologies:**

Cllr. John Crawford and Siggi Nepp.

### **1. 3<sup>rd</sup> April Pre-Launch Event, debrief**

The pre-launch event was judged a considerable success. Three new Steering Committee members have been recruited – Richard Archer from the Biodiversity & Wildlife working group – Nic Phillips and Joshua Franklin from the Communication and Engagement group. It was agreed for them to join the Committee as soon as practicable. Josh is to suggest tasks for relevant Homewood coursework topics.

It was agreed to use the term ‘working group’ for each of the five sub-committees, that group leaders could consolidate their groups without reference to the rest of the Steering Group, but that otherwise complete transparency of action must be maintained in all communications. Kate mentioned the TCC Code of Conduct (which it was subsequently agreed John Crawford would distribute for signature at the next Steering Group meeting). Agreed that stakeholders could join working groups, but not the Steering Committee.

Jim will write a report of the pre-launch event, including photos, and suggest an ongoing course of action for the working groups. He recommended scrapbooks as a visual means of recording progress.

Richard asked for email addresses of participants in the pre-launch, to check against existing circulation lists.

### **2. Launch Events – 7<sup>th</sup>, 8<sup>th</sup> and 11<sup>th</sup> May**

Graham has booked St Mildred’s Church for all three events. It was agreed that ideally Simon Cole, Ian Grundy and Claire Tester of the High Weald AONB should each attend a separate event as one of the initial speakers. Richard Alton, ABC Director of Planning, might also be involved? Jim to negotiate.

The suggested form of launch events is seen as:

- \* Introduction by Cllr. John Crawford.
- \* Brief description of the selective Neighbourhood Plan and its relationship to the Ashford Local Plan by either Simon Cole, Ian Grundy, Claire Tester or Richard Alton.
- \* Powerpoint presentation of the scope and nature of the NP by Jim Boot.
- \* Introduction to the working groups by new Chair of the NP Steering Committee.
- \* Brief presentations (with visual aids to illustrate their topics?) by each of the five working groups.
- \* Audience participation in a *post-it* note exercise to identify favourite buildings, landscape views and wildlife sites.
- \* Appeal for additional steering and working group members?

Publicity for the launch events, to be co-ordinated by Kate Walder and Nic Phillips, will involve the Kentish Express, possibly Greg Wallace as a 'known face' and some form of eye-catching 'branding' – also the email circulation list, social media and a range of printed material based on Jim's TAD&I specimen quotation. The quotation was agreed to be reasonable. But are comparative quotes needed? Kate to consider employing Tash Mahoney as a professional consultant and report on progress.

### **3. Locality Grant/Roadmap resources**

It was agreed that the involvement of an appointed Treasurer for the NP Steering Group was necessary before an itemised budget for the Resources column of the new Roadmap Jim has produced could be agreed, or an initial grant applied for from Locality. As examples of incidental costs for working groups, Jim mentioned landscape architects, GIS mapping and professional photography.

### **4. TDRA Annual General Meeting**

As guest speaker at the TDRA Annual General Meeting on May 15<sup>th</sup>, Richard will report on the scope and progress of the Tenterden Neighbourhood Plan to members of the Residents' Association.