

# Tenterden Town Council

## Neighbourhood Plan

### Steering Committee Meeting 24 September 2019

**Present:**

Cllr. John Crawford  
Cllr. Kate Walder  
Irene Dibben  
Joseph Franklin  
Richard Masefield  
Sue Quinton  
Graham Smith  
Helen Whitehead - part

**Apologies:**

Stephen Sidebottom

**1 Minutes of 27<sup>th</sup> August 2019;** were accepted and approved

**2 Matters Arising;** to be taken in the discussion

**3 NP Involvement with Limes Land and Westwell;**

There was a full discussion about the submission of a request for an EIA on Limes Land and the email sent to residents about the Westwell additional documents and submissions. It was noted that the Committee cannot communicate directly with Ashford Borough Council but can communicate to the Town Council. A question was raised about the role of the Committee in alerting the residents about developments occurring whilst the Neighbourhood Plan is underway. It was agreed that the Steering Group was asked to comment on an EIA by the Town Council as there was no immediate Planning Committee planned. It was also agreed that the email about Westwell noted how to access the planning website but did not seek to influence views. Nevertheless, once the list of selected green spaces is public after 2 November, the committee will be free to link possible development to that list.

**4 Gravity Logo Design;**

Richard has briefed Gravity and the Company is working on the design. Their workload is high so there is no further update.

**5 Working Group Reports;**

- a) **Green Spaces.** The first stage of the work is complete as reported at the workshop. After discussion it was agreed that the site at Leigh Green could be placed with verges.
- b) **Biodiversity.** The Training Programme will be held on 2 & 3 October at Kench Hill. The aim is to work to a single format and methodology for survey work on relevant sites. Richard noted that the current Priority Habitat Inventory will be reviewed with the earlier Biodiversity Action Plan in training.
- c) **Landscape.** Saggi reported some reorganisation in personnel and tasks as a result of a resignation from the group. The Group continues with research and is ready to input

to the Locality grant application. Siggie is attending her first session at Homewood on 10 October.

**d) Routeways.** Ian Grundy is the contact on Routeways at Ashford Council. Stephen will liaise with him. The group continue with their work involving Sustrans and Colonel Stephen's Way.

**e) Communication.** There was a full discussion involving the need for a website, the quotation already received and a possible contact, Ben Martin. The importance of ongoing technical support and its inclusion in the Locality application was emphasised.

**Action;** Graham to contact the person who quoted for the work to see if his quotation can be reduced. Kate to contact Ben and Tim Driver for further quotations.

**6 Feedback from the Workshop;** Jim Boot reported positively about the event. He noted strong evidence, fresh ideas, clear policy intentions and project suggestions. He will submit a report to the group with recommendations. This led to a varied discussion about reviewing projects and policies from elsewhere, also on how to share the information with those attending the events on 24 October and 2 November. A discussion followed relating to a reorganisation of Dropbox to allow it to be more widely available to working groups.

**Action;** Irene to collect names of those in the working groups from the group leaders and to send to John for alterations to Dropbox. Irene to circulate Jim's report

### **7 Meeting with Simon Cole and Ian Grundy of Ashford Borough Council**

Richard reported on the meeting.

**Action;** a more detailed written summary, with input from John and Kate, to be circulated to the steering group. Richard and Kate to draft a letter to Landowners for consideration by the committee. Graham and Helen to agree to divide Land Registry checks between them. Town Council to be invoiced for costs.

**8 Visioning Event on 24 October;** Richard has approached St Mildred's Hall, as the Town Hall is unavailable. The discussion covered the content of the meeting, preparations and possible use of technology to facilitate the event.

**Action;** Irene to liaise with Jim on arrangements and she will draft an invitation. Each group leader to summarise the work of the group on one or two slides

**9 Expenditure to date;** with the addition of a more recent invoice, Richard confirms expenditure from TC funds for the financial year to date as £4148.74, leaving an available balance of £6851.26.

**10 Locality Grant;** John noted that applications require evidence of proposed expenditure including quotations where available. Discussion involved website development, printing costs with distribution to households, land registry costs and the possibility of independent assessments. This led to a discussion about whether the green spaces group were to carry out site assessments.

**Action;** Kate to contact Simon Cole to clarify his view on site assessment. Group leaders to confirm expenditure ASAP.

**10 Public event, 2 November** It was agreed that the event should take the form of an exhibition of the work to date, utilising display boards, maps of a sufficient size and detail to

enable residents to view the information as clearly as possible, photographs and possibly video loops. Maps should be AO with numbered green spaces. It was agreed to meet on 17 October to discuss progress and outstanding action for the meetings on 24 October and 2 November. (Richard has subsequently asked if the meeting time could be moved from 2.00 to 4.00pm to avoid a clash with a Homewood teaching session.

**Action;** Group leaders to prepare one or two slides for the 24 October. Irene to check availability of Mayor's parlour for the meeting on 17 October

**11 AOB** None raised. The meeting closed

**Next Meeting Tuesday 29 October 4 pm Town Hall**