



Steering Committee Special Meeting 22 January 2021

Present:

Cllr John Crawford
Cllr Jean Curteis
Cllr Kate Walder
Irene Dibben
Siggi Nepp
Sue Quinton
Stephen Sidebottom
Graham Smith
Helen Whitehead

Apologies:

Joseph Franklin

Also, in attendance:

Richard Masefield
Tony Fullwood

01. Minutes from last Meeting

Minutes of 6 January 2021 were accepted and approved.

02. Matters arising

Irene asked which statutory bodies needed to be notified about the Reg 14 consultation besides the Environment Agency, Natural England and Historic England. Tony agreed to produce a list which would be forwarded to Kate.

(Action – TF to provide a list to the Comms team)

03. Working Group evidence base documents

Siggi noted that the aim was to sign off these documents at this meeting if possible.

Biodiversity: John queried what action was required regarding the spreadsheet record of local wildlife sightings. Tony clarified that the SC needed to find a way of presenting this information to the public in a manageable format. It was agreed that Feria Urbanism could take this on. Richard confirmed that Kent Wildlife Trust would produce two maps showing various habitat sites within the Parish. Richard also mentioned that KWT were keen to help with policies as they have experience of doing this with other NPs. This was noted by Tony.



(Action - Comms team/Richard to speak to FU about spreadsheet. Richard will continue to liaise with KWT)

The paper was approved and signed off.

Local Green Spaces: Methodology Sue stated that two appendices need to be added: the site assessment form template and the map of proposed LGS that was presented at the Nov 2019 public exhibition. Siggie mentioned that the landowner engagement table needed to be added as well, and that communication with relevant landowners could proceed once the sites had been signed off by the SC. Tony confirmed that letters should be tailored to each landowner. He also said that the letters were an opportunity for a fact-check with the landowners. John confirmed that letters had to be sent from the Town Clerk on behalf of TTC (the qualifying body). Stephen asked how the LGS methodology related to the NP Open Spaces policy as it only referred to the Ashford Local Plan Open Spaces policy. Tony suggested that the Methodology could be amended to state that the ALP Policy is supported by the relevant NP Policy. This was agreed.

(Action - Appendices to be added. Landowner table to be added once formal communication channels have been opened. Sue to amend the Methodology regarding NP Open Space Policy)

The paper was approved and signed off subject to final amendments.

Before reviewing the shortlisted sites Tony pointed out that the SC need to be mindful of the cumulative impact they may have on a future iteration of the Ashford Local Plan. Siggie acknowledged this but confirmed that all 14 sites should proceed to the Reg 14 stage.

Local Green Spaces: Site Assessments

A. **Coever Orchard:** No comments. Unanimously supported.

B. **The Dene:** No comments. Unanimously supported.

C. **Old Knockwood:** No comments. Unanimously supported.

D. **Limes Land:** Sue mentioned that a further piece of evidence had been submitted by Sam Reed showing that there is a possible second area of ridge and furrow to the north of the site. This was identified by archaeologists working for Wates. Stephen noted that this area had also been added to the list of non-designated heritage assets (appended to the NP Heritage Paper). It was agreed this could be added to the assessment, referencing the source. Regarding the new footpath, John will approach KCC about what happens at the end of the consultation period (28th January).

(Action: Sue to add ridge and furrow evidence. John to contact KCC re proposed footpath and report back)

No other comments. Unanimously supported.



E. Turners Field: Tony queried the layout of the footpath on the map. This was confirmed to be correct. It was agreed to remove the reference to footpaths crisscrossing the site.

(Action: Sue to amend footpaths reference)

No other comments. Unanimously supported.

F. Coombes Field: Sue asked Richard to confirm whether AB21 is within the site. Richard confirmed that it is not.

(Action: Sue to remove references to AB21)

No other comments. Unanimously supported

G. East Cross Gardens: No comments. Unanimously supported.

H. Coombe Lane Cemetery: No comments. Unanimously supported.

I. West Cross Lane Field: No comments. Unanimously supported.

J. Westwell Park: No comments. Unanimously supported.

K. High Street Lawns: No comments. Unanimously supported.

L. Millennium Garden: No comments. Unanimously supported.

M. Allotments: No comments. Unanimously supported.

N. Kiln Field: No comments. Unanimously supported.

Sports and Open Recreation Spaces: There was a discussion over the provision of football pitches. Tony suggested the Rec re-ordering goes ahead, with the NP designating the Homewood football pitch on Appledore Road as a full-sized grass public pitch to replace the pitch on Tenterden Rec.

(Action: John to report back to the SC on Phil Burgess' findings regarding the ABC/Homewood 3G agreement, and to check what the ABC Playing Pitch Strategy says about Tenterden Rec. Sue to amend the Sports Paper to include designation of the Appledore Road pitch. Map showing Open Spaces etc. to be added as an appendix)

The paper was approved subject to amendment referred to above and signed off.

Landscape: No comments. The paper was approved and signed off.

Shop Fronts: No comments. The paper was approved and signed off.

Built-up Confines: No comments. The paper was approved and signed off.

Views: This paper still needs some work. Siggie and Tony expect to complete this shortly. The paper can be circulated by email for sign-off.

(Action: Siggie to complete and circulate)



Siggi reported that she will be carrying out a virtual site visit (via Zoom) with AECOM next week to discuss the Design Code. She will minute the discussion.

Routeways: Stephen has added additional information as previously agreed but pointed out that some findings are now contained in the new Heritage paper. Richard asked why bridleways are not covered? Stephen confirmed that all known bridleways are recorded in Appendix 3. There is no particular strategy for connecting bridleways, although there may be some impact on them by policies around cycleways and footpaths. Richard thought that if horse-riders feel overlooked by the NP this would become apparent at Reg 14 stage. Tony queried the term 'green fingers' - there followed some discussion as to what is meant by this. Stephen defined them as country paths coming into town. Sue suggested a glossary might be helpful; Stephen said that a note prepared by Richard describing the "green routes" into town had been incorporated into an appendix.

The paper was approved and signed off.

Routeways Appendix 3: No comments. The paper was approved and signed off

Local Economy: Stephen noted the very low response rate to NP survey, not helped by the pandemic situation. But there is a lot of data from other sources which validates arguments put forward in the NP. Tony commented that if further data come forward from local businesses in the future this could be incorporated into the NP. Kate offered to ask FU if they have any ideas how to better engage with local businesses.

(Action: Kate to discuss with FU)

The paper was approved and signed off.

Heritage: Stephen noted that this is a large topic, but that fortunately there is plenty of data to draw from. The paper focuses on non-designated assets - so far 48 have been identified but not individually assessed. Stephen pointed out that the NP can afford them some protection, though this is not a statutory protection. Helen queried whether this protection would impede landowners, eg farmers, from carrying out work on their land? Stephen said that if this was a possibility a conversation should be had with landowners. John pointed out that Reg 14 would give owners an opportunity to raise concerns, as well as drawing attention to assets that may have been missed. Tony stated that a NP policy would probably say that a non-designated heritage asset would be taken into account as a material consideration in the context of a planning application. He also pointed out that there is more work to be done in terms of assessing individual sites and addressing the grouping of assets, but that for now the paper has identified 48 that are supported. A discussion was held on the merits of registering all of these assets with KCC, but given our time constraints, the quickest way was to record on a single map - for ease of identification.



(Action: Helen to produce a map showing the 48 assets, ideally by SC meeting 3rd March, or 17th March. SC to discuss further the merits of recording assets on KCC heritage system.)

The paper was approved and signed off.

Siggi confirmed with Stephen that Heritage is to be a separate work stream.

(Action: Heritage Working Group to be identified as such going forward)

Town Centre boundary maps (3): Prepared by Helen, these relate to the Local Economy paper and identify local community services (public and commercial, including retail and business premises) within St Michaels and Tenterden. The map for St Michaels needs to be updated to include the Village Hall.

(Action: Helen to amend St Michaels map to include the village hall)

The maps were approved and signed off, subject to the above amendment.

Kate mentioned that she will arrange a meeting Ian Grundy from ABC (via Zoom) to introduce Siggi as the new chair and update him on progress.

Sue mentioned that Tony needed the SC to sign off on the draft Plan structure. Tony clarified that this would effectively give him the go-ahead to write the draft Plan.

The draft structure was approved and signed off.

Tony left the meeting.

04. Comms

Kate reported that Irene has produced a draft Comms strategy which Kate will review and forward to the SC shortly. Joseph and Laura (from FU) have had a constructive conversation about social media. Apparently, there are thousands of Twitter users in Tenterden, so the SC ought to set up a Twitter feed. Laura will look at the website and recommend whether to scrap or improve it - the signs are that she will take the latter approach. Irene reported that she has contacted five publications to ask whether they would help publicise the NP and how much this would cost - she will chase them up. Joseph has asked TTC for costs regarding banners on the Rec railings. Siggi mentioned that Richard Masefield has offered help with landowner communications; Richard said he would produce a pro-forma letter which would be circulated to the SC for approval. This could then be customised for each recipient.

(Actions: Kate to forward Comms draft strategy to the SC. Irene to chase publishers. Richard to draft a pro-forma landowner letter and forward to SC)



05. Treasurer's report

Graham reported that an invoice from Applegreen (NP website designer) was still outstanding. Helen reported that she has bought two more Promaps for sites not covered in her existing Promaps. These costs were approved. There was a brief discussion about what impact Tony's attendance at additional SC meetings would have on the budget. Siggie asked Stephen to follow this up with Tony by email, copying Graham into the communication.

(Action: outstanding invoices to be paid. Stephen to contact Tony regarding his costs.)

06. AOB

Cover photos for the Plan: Siggie suggested that Gravity could select one or more photos from the shortlisted images. This was agreed.

Richard asked when Tony would be drafting policies; Siggie said that the SC expect Tony to report on this at the next SC meeting.

Irene raised a concern that there is a large body of evidence material for residents absorb. Kate responded that the public would be looking at the draft Plan rather than all the background papers. Siggie confirmed this.

Siggie mentioned that she was compiling a register recording what evidence documents had been produced and to whom they have been circulated.

The next Steering Committee meeting will be Wednesday 3rd February, 2pm