



Steering Committee Meeting 14 April 2021

Present:

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

Apologies:

Graham Smith

Also, in attendance:

Richard Masefield
Tony Fullwood

01. Minutes from last Meeting

Minutes of 31 March 2021 were accepted and approved
Minutes of 7 April 2021 to be amended in relation to the draft Biodiversity chapter.
(Action: Irene to amend 7 April minutes)

02. Matters arising

None

03. Comms update

The Comms team will be having a progress meeting w/b 19 April before sending the draft Consultation Statement to FU. They are also finalising the list of statutory consultees.
(Action: Comms to send draft Consultation Statement to FU)

04. NP draft chapters

The final draft chapters prepared by Tony were discussed, these being chapters 1 - 4 (the introductory sections) and chapter 6 on Monitoring and Review. Siggi began by thanking Tony for his hard work and congratulating him on the quality of the draft. This was echoed by other members of the SC.

Tony mentioned that a small amount of text was still to be finalised pending further information from third parties. He also pointed out that the document would need proof-



reading. Sue offered to do this. Siggie mentioned that the SC also needs to supply Tony with a list of people to be included in the Acknowledgements.

(Action: Kate/John to liaise with Tony regarding sending draft chapters to ABC; Sue to proof-read the draft Plan and provide Tony with a list of typos; Sue to liaise with Irene regarding Acknowledgements)

A detailed discussion was held regarding the new chapters. Most comments related to minor changes to the text, but of particular note were the following:

- The SC voted to mention biodiversity in the Vision Statement
- John asked for Reg 15 and Reg 16 to be added to the timeline flowchart
- It was agreed to name all of the Landscape Character Areas in Section 2 of the draft
- John offered to double-check some of the housing statistics
- Examples of 'infrastructure providers' would be provided by Tony
- It should be clarified that 'valued views' are from the built-up confines
- All four Conservation Areas within the Parish may have to be referenced in draft Plan, and if necessary in Policy TEN NP5

(Action: John to clarify status of 1995 CA assessments; Tony to amend the new chapters accordingly)

The new chapters were signed off subject to agreed amendments.

A further discussion was held on the remaining draft Plan chapters to clear up outstanding issues. A number of minor amendments were suggested and agreed to. It was pointed out that where text in the draft Plan is taken from the evidence papers these will need to be checked and also amended accordingly.

Tony suggested adding a figure for the number of people on the allotments waiting list. Subject to demand, Reg 14 could also be used as a mechanism for calling for sites for new allotments. This would need to be facilitated by FU if there is an identified need for sites.

(Action: Tony to make final amendments to draft Plan, including corrections to typos; Evidence papers to be checked and amended where necessary; Jean to check number of people on allotments waiting list; Kate to liaise with FU regarding the call for allotment sites)

Tony asked the SC for thoughts on the presentation / format of the draft Plan. He suggested that as it is quite lengthy the three appendices should be treated as separate documents. This was approved. For the same reason it was agreed that photos should not be included in the Plan, although the cover could perhaps be designed to display a montage of photos. It was noted that the evidence papers already contain many illustrative photos. Tony also commented that other NPs that have been presented in column format are not easy to read.
(Action: Siggie to relay this information to Gravity)

Irene commented that FERIA Urbanism have asked for confirmation of the start date for the Reg 14 consultation. Siggie reported that this was largely dependent on completion of the



TENTERDEN NEIGHBOURHOOD PLAN

Design Code, which would then need to be reviewed by the SC. It was generally accepted that Reg 14 consultation period was unlikely to commence before mid-June.

Tony suggested the SC set dates for the next milestones - completion of Design Code, review of the Plan by ABC, presentation of the Plan to TTC - and for this timeline to align with SC meetings going forward. Siggie commented that she is due to brief the TTC Planning Committee on 4th May. John added that the completed Plan would be presented to the full Town Council subsequently, in line with NP protocol.

(Action: Siggie to prepare a Plan timeline prior to her presentation to TTC on 4th May; Comms team to notify FU of expected timeline)

05. Design Code: This has been thoroughly reviewed and amended by Siggie, John and Tony. AECOM have agreed with amendments and are currently working on an updated iteration. The new version aims to promote the rural, rustic feel of Tenterden which should then be reflected in any new development. This approach was welcomed by the SC.

Tony left the meeting.

06. Treasurer's report: Nothing to report.

07. AOB: John requested that AECOM be asked in writing to complete and return the Design Code before the next SC meeting. He pointed out that not only does it need to be reviewed by the SC, it also has to be reviewed by Locality and the DCLG.

(Action: Siggie to write to AECOM)

The next scheduled meeting will be on 28th April at 2pm.