



Steering Committee Meeting 5 May 2021

Present:

ClIr John Crawford
ClIr Kate Walder
Siggi Nepp
Stephen Sidebottom
Irene Dibben

Apologies:

ClIr Jean Curteis
Joseph Franklin
Sue Quinton
Graham Smith
Helen Whitehead

Also, in attendance:

Richard Masefield
Tony Fullwood

01. Minutes of previous Meetings

The Minutes were agreed.

02. Matters Arising

Siggi reported on the presentation to the TTC Planning Committee. A few questions were posed at the meeting, but none affected the progress of the Plan.

John reported back on a zoom meeting with Kate and KCC regarding the projects list. As a result, the list will need to be slightly modified. Kate agreed to update the list by the end of the week.

The Reg 14 timescales were discussed, but it is not possible to put absolute dates to checkpoints, as we are dependent on the completion of actions such as the design codes by AECOM, Ashford for the SEA screening and Gravity for printing production of the evidence documents.

03. Final Reg 14 Separator Pages

The Reg 14 plan content has previously been approved. The only outstanding action is the design of chapter separate chapters with relevant photos / graphics. This will be dealt with by email.

04. Draft Design Code

The discussion was lengthy and detailed. Siggi amended the Design Code at each point agreed. The Committee approved the final version and Siggi will circulate to the whole committee.



05. Draft Plan and Evidence Documents – Gravity Print Version

Once available, this will be dealt with by email.

06. Acknowledgements

Approval had originally been given by email to Siggie. Subsequently two additions were agreed; one to make special mention of Richard's contribution and another to make special mention of Siggie's contribution. Both approved.

07. Draft SEA/ HRA Screening Report [ABC]

John reported on the Screening Report confirming that ABC have made recommendations on the SEA and HRA. Their report is currently with statutory consultees.

John will send the approved version of our Reg 14 plan to ABC.

08. Reg 14 Authorisation from TTC

The logistics were discussed but is dependent on completion of other work.

Tony left the meeting.

09. Communications and Public Engagement

Kate is to meet the Deputy Town Clerk on Monday to discuss statutory consultation, leaflet distribution and poster sites. She will send the information on Public Engagement to FU. Kate will send photographs from the website to Siggie. A discussion on paper documents followed. Most of the public engagement information is in digital format but there are papers which the Inspector may wish to access. The clerk has allocated storage space for hard copy.

10. Treasurers Report

Graham submitted the report to John prior to the meeting. Committee members and Tony were asked to submit any outstanding costs.

11. Future Meetings

It was agreed that the next meeting would be on 19 May at p.m., subject to any changes in the government's lockdown guidance. Initial thought is to meet in Siggie's garden or home.

12. AOB

It was agreed to compensate Gravity for their pro bono work in some small manner. Irene to action.