

Minutes of the Faversham Creek Neighbourhood Plan Steering Group Meeting: Wednesday, 1 May 2013

Present

Nigel Kay, Faversham Town Councillor (FTC) – Chairman
Mike Cosgrove, Swale Borough Councillor (SBC) – Vice Chairman
John Coulter, Faversham Town Councillor
Trevor Payne, Faversham Town Councillor
Mike Henderson, Swale Borough Councillor (SBC)
Anne Salmon, Faversham Creek Consortium Management Group member
Andrew Osborne, Faversham Creek Consortium Management Group member
John Sell, Faversham Town Council Planning Agent
Tony Fullwood, Independent Planning Consultant

In attendance

Natalie Earl, Senior Planner, Swale Borough Council
Jackie Westlake, Faversham Town Council Clerk – Secretary

1. Apologies for absence

1.1 David Simmons.

2. Minutes of the meeting of 4 April 2013 and matters arising

2.1 The minutes were agreed for presentation to the Town Council on 7 May.

2.2 All matters arising had been dealt with or were substantial items on the agenda, with the exception of the meeting to be arranged with James Freeman and Natalie Earl. The Group agreed that it was important to hold a meeting, rather than try and deal with the issue of the Saved Local Plan policies and their conformity with the NPPF in correspondence.

ACTION

Natalie Earl to arrange the meeting, to be held in Swale House

3. Update on the June exhibition planning

3.1 The Steering Group agreed the exhibition should extend over Friday evening and Saturday (all day). There should be an opportunity for all Town Councillors to see the exhibition prior to it being open to the public.

3.2 Anne Salmon (AS) updated the Group on progress. The project group would consist of AS, John Coulter (JC), John Sell (JS), Trevor Payne (TP) and Mike Henderson (MH). Members would contribute according to time and expertise.

3.3 AS had been liaising with the illustrator on the sketches. There were a few amendments to be made but these were relatively minor revisions which could be made within the timeframe.

3.3 On the masterplan, the Group agreed that quotes should be obtained from two illustrators, and the Town Council's agreement to be sought on expenditure. The illustrator would need to consider the Streetscape Strategy as part of their research, and the masterplan would need to include the open spaces around the Creek which the Neighbourhood Plan had the opportunity to protect as integral to the character of the creekside and not to be changed.

The Group agreed to retain the Vision and Objectives as part of the exhibition material.

3.4 On the leaflets, the Group agreed the draft layout with a few minor amendments, including references to Faversham Town Council, detail of what would be on view at the exhibition, information on the consultation, and reference to a website which would contain the exhibition details and the opportunity to respond.

3.5 On the questionnaire, the Group agreed there should be one which would incorporate the questions specific to a Neighbourhood Plan. It would be important to ensure that consultees were well informed by the exhibition in order to be able to respond to the questions asked through this consultation. For example, information was being sought from SBC officers regarding employment and housing in Faversham and the plan area in particular.

3.6 Nigel Kay (NK) referred to the Locality NP leaflet, and it was agreed this provided useful, general information on NPs which could be incorporated into the exhibition information.

ACTION

- **Jackie Westlake (JW) to confirm Friday pm booking with the Alexander Centre**
- **Town Council to be asked to agree expenditure on the masterplan and other project costs, including leaflets, boards etc**
- **Mike Cosgrove (MC) to explore who would be available to create an exhibition website, as well as costings**
- **Natalie Earl (NE) to provide list of background papers pulled together for the DPD**
- **NE to send details to JW of all the key stakeholders to be invited**
- **NE to provide SBC's events management protocol to JW**

4. Budget

4.1 NE updated the Group. Spend in the last quarter had been £2,349 on consultancy fees. This would be taken from the £20,000 grant, of which £3,478 was left. Designation would add another £5,000, and there was approximately £38,000 in SBC's budget, with possibly more to be allocated from the Localism Fund. It was noted there was £10,000 in

FTC's budget allocation (which included £2,000 from the SBC's 2012/13 Regeneration Fund monies).

5. Swing Bridge

5.1 MC said there had been a useful meeting with Hugh Robertson MP on the bridge.

5.2 The Group agreed there should be information at the exhibition on the different types of bridge that could be used.

ACTION

- **MC to explore pictures for the exhibition, including those provided by the Faversham Creek Trust**

6. Any Other Business

6.1 The following were raised under AOB:

(i) Designation. NE said the information would go on the website after the County Council elections (w/b 6 May). A letter would be sent to all residents and businesses in the AAP area, as well as statutory bodies, landowners, including the Faversham Creek Trust. There would also be a poster, which would include information on the exhibition

(ii) Members of the public's approaches to the Town Clerk. JW said that, to date, she had had contact with one interested individual: Simon Reynolds. He had explained his interest, which JW agreed to present to the Steering Group for their information

(iii) Press information. JW asked Group members to provide her with information relating to interest and involvement in the NP

ACTION

- **Steering Group members to send information to JW by lunchtime, 2 May**

7. Date of the next meeting

7.1 The date of the next meeting was confirmed:

- Thursday, 6 June 2013