

Minutes of the Faversham Creek Neighbourhood Plan Steering Group Meeting: Wednesday, 13 February 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
Tony Fullwood, Independent Planning Consultant

In attendance

David Simmons, Mayor, Faversham Town Council
Natalie Earl, Senior Planner, Swale Borough Council.
Jackie Westlake, Faversham Town Council Clerk – Secretary

1. Apologies for absence

1.1 John Sell, Faversham Town Council Planning Agent. David Simmons arrived at 8.20pm.

2. Minutes of the meeting of 10 January and matters arising

2.1 The minutes were approved.

2.2 On matters arising, the key issue was:

- Faversham Town Council to make a formal complaint to KCC about the conduct of the ZF5 Footpath panel hearing on 21 November 2012. The complaint was sent on 13 February

2.3 All other matters arising had been dealt with or were substantial items on the agenda.

3. Feedback from the communications and engagement workshop

3.1 Anne Salmon (AS) gave an update to the Group. The draft report, which had yet to be approved, gave details on the consultation to date; considered how best to feed back from the November workshop; and identified a need to hold one to one discussions with key stakeholders.

3.2 The Group agreed a separate exhibition, setting out where consensus had been reached, and offering an opportunity for further feedback from as wide a range of residents would be valuable. The feedback would then feed into the pre-submission draft of the Neighbourhood Plan. CPRE would provide an artist to work with the Group to illustrate the conference. The event would have to take place in May, to take account of local election planning.

3.3 The Group considered the wider issue of resources. If necessary, an events organiser could be hired to deliver the exhibition, and CPRE was providing significant support. However, members recognised there would be calls on their time and expertise. Any work would have to be properly allocated, with a fall-back position for critical elements.

3.4 On the one to one meeting, the Group agreed it would be helpful to hold a meeting with members of the Faversham Creek Trust to discuss their views on Ordnance Wharf, and to reach a common understanding on the importance of a coherent, whole Neighbourhood Plan for the development and regeneration of Faversham Creek. The meeting would be facilitated by CPRE, and it would be helpful to have an SBC planner in attendance as well as an independent view on viability and deliverability.

3.5 The Group discussed the report. It was agreed that the content, including the draft timetable and workstream allocations, needed further consideration as this did not appear to provide sufficient time for consultation and the democratic processes of the Town Council, and members agreed to provide detailed drafting comments to JW by 1 March.

ACTIONS

- **JW/Tony Fullwood (TF)/Natalie Earl (NE) to review the project plan timetable to take account of the May exhibition and time needed to analyse its feedback**
- **JW to organise meeting with Faversham Creek Trust on 28 February (if possible). Group attendees to be JW, David Simmons (DS), Nigel Kay (NK) and NE. CPRE to facilitate**
- **Meeting with artist to take place on 11 March. JW to notify CPRE**
- **Group to provide amendments comment on draft timetable and workstream allocations in—~~to~~ the communications and engagement programme report by 1 March**

4. Neighbourhood Plan drafting

4.1 The Group agreed it would be premature to begin drafting the Neighbourhood Plan in the light of the planned one to one meeting and the May exhibition. The item was withdrawn from the agenda to be reinstated when the May feedback had been analysed.

5. Budget

5.1 NE updated the Group on the Neighbourhood Plan expenditure. £3,000 had been spent between October and February on consultancy fees. £67,240 remained in the current budget.

6. Heritage Assets List

6.1 AS updated the Group on the work she, John Sell (JS) and Peter Bell (PB) (SBC conservation officer) had undertaken to look at those buildings etc around the Creek which were not listed but would be considered of interest in terms of the overall history and townscape of Faversham. The Group thanked AS, JS and PB for their work, and agreed to consider

whether amendments needed to be made to the list. It was important to ensure the list was accurate and that it contained those areas that would support and not prevent the overall regeneration of Faversham Creek. The paper would form part of the evidence base for the Neighbourhood Plan.

ACTIONS

- **Members to provide drafting comments**
- **AS/JS/PB to work on the paper, including providing maps, highlighting where key views were, etc**

7. Any Other Business

7.1 The following were raised under AOB:

- KCC advice on the swing/lifting bridge: the information provided set out KCC Highways requirements, and referred to the involvement of MPA. The Group agreed a further meeting with KCC would be helpful, and that the FCT should be updated on the position
ACTIONS: JW to arrange a meeting with KCC after May. JW to forward the note to Simon Foster
- Meetings with local editors: NK updated the Group. Both editors were interested in the progress of the Neighbourhood Plan, and asked for information on key events well in advance.
ACTION: JW to provide an updated project plan as soon as possible
- E-mails from QE students: members had received requests for information on the Neighbourhood Plan from students as part of their citizenship studies. Mike Cosgrove (MC) had spoken to the QE head about attending a class to update them all on the Plan
- Purifier Building/FCT: DS said he had been shown round the Purifier Building by Chris Wright and had been impressed with their progress
- LDF Panel: the panel would be considering the designation letter. Mike Henderson (MH) would be attending the meeting
- [SBC](#) Localism Conference: NE said that she and JW would be facilitating a break-out session on Neighbourhood Planning. MC updated the Group invitees. These included parish, town and borough councillors
- Local Engagement Forum: the next meeting would be on 26 February. No items for the agenda had been received to date

8. Date of the next meeting

8.1 The date of the next meeting was confirmed:

- Thursday, 14 March 2013