

Minutes of the Faversham Creek Neighbourhood Plan Steering Group Meeting

Monday 3rd October 7 – 9pm

Jubilee Room, The Alexander Centre

Present

Anne Salmon – Faversham Creek Consortium Management Group Member
Nigel Kay – Faversham Town Councillor
Andrew Culham - Faversham Town Councillor
Andrew Osborne - Faversham Creek Consortium Management Group Member
Trevor Payne - Faversham Town Councillor
Mike Henderson – Swale Borough Ward Councillor
John Sell – Faversham Town Council Planning Agent
Natalie Earl – Swale Borough Council Senior Planner
Tony Fullwood – Independent Planning Consultant

Apologies

Mike Cosgrove – SBC Member

1 Election of Chair and Vice-Chair

Nigel Kay was elected as Chair and Mike Cosgrove as Vice-Chair.

2 Agree a quorum for meetings

It was agreed the quorum would be 4 of the 7 voting members.

3 Agree days of week and times for future meetings

Mondays and Fridays are not suitable for people and evening meetings will start at 7pm.

4 Agree a calendar of meetings

11th October 10am Creek Walkabout
2nd November 7pm, The Guildhall
22nd December – Emergency Meeting if needed
26th January
22nd March
19th April

It was agreed that this steering group would make recommendations to the Town Council and that the Town Council would be the body to formally consider and, where appropriate, approve them.

5 Discuss and agree the Terms of Reference

Point 5 was altered to read “The Steering Group will elect a Chair from the Town Council and a Vice Chair from the Borough Councillors or the Faversham Creek Consortium.”

Point 7 – 4 was added for the quorum for meetings.

Point 8 was altered to read “Seven days notice of exceptional meetings shall be given to members of the Steering Group.”

Point 9 was altered to read “The Steering Group may invite advisers or those with specialist knowledge to attend meetings by invitation of the Chair.”

A discussion ensued about whether John Sell, Faversham Town Council’s planning agent, should have a vote. It was pointed out that he is not democratically elected like all of the other members of the Steering Group so it may not be suitable. The issue would be taken back to the Town Council to decide. **ACTION: Chairman to take back to next Town Council meeting.**

6 Members to declare any relevant interests and conflicts of interest

Anne Salmon – Faversham Creek Consortium Management Group Member

Nigel Kay – Faversham Town Councillor and Faversham Creek Consortium Management Group Member

Andrew Culham - Faversham Town Councillor and lives in the AAP

Andrew Osborne - Faversham Creek Consortium Management Group Member and Chair of the Faversham Municipal Charities and the Benstead Charity.

Trevor Payne - Faversham Town Councillor

Mike Henderson - Swale Borough Ward Councillor

John Sell – Faversham Town Council Planning Agent

Natalie Earl – Swale Borough Council employee

Tony Fullwood – None

7 Update on the process so far

Tony Fullwood explained the process undertaken by Urban Initiatives and the process which he followed to produce his report last year. He explained that there was already significant evidence available and that in most cases there was no need to re-invent the wheel.

It was agreed that the minutes of meetings, the terms of reference and a timetable for the project would be placed on the faversham.org website.

It was agreed that the steering group needed to have a communications strategy for this process and steering group members were to consider this further. **ACTION: Chairman to take back to next Town Council meeting.**

It was agreed that the referendum would be for the whole of Faversham town rather than only those in the neighbourhood plan area.

8 Budget and Finances

The Secretary explained that the £20,000 grant from Government was to be held by Swale Borough Council in accordance with the Government's guidelines. A budget would be brought to the next meeting by the Secretary.

ACTION: Secretary to bring budget to next meeting.

9 Update from the Creek Consortium

It was explained that they were setting up a project around the basin, footpaths, the bridge and sluicing.

They had met with Medway Ports about the sluicing and dredging and were meeting with Kent County Council to discuss the bridge.

Tony Fullwood requested involvement in the meetings and discussions.

10 Draft National Planning Policy Framework and it's implications on this project

Tony Fullwood explained the draft National Planning Policy Framework (NPPF) and how it could affect this project. He explained that this project must be line with the proposals in the NPPF as it evolves.

11 Discuss the vision and objectives for the Creek AAP and the responses received to the Tony Fullwood report

A summary of the responses to Tony Fullwood's report was handed out and the main issues were discussed. It was agreed to use this at the group walkabout around the creek.

Tony Fullwood explained that the vision and objectives had been created during the Urban Initiatives work and had been agreed word by word by those present at the consultation workshops.

It was agreed that there needed to be a stronger objective around heritage and education. Tony Fullwood was asked to circulate some appropriate wording to be agreed.

(Subsequent to the meeting the following additional objective was agreed by members of the Steering Group:
New Objective 12:

To protect and enhance the creek's rich and outstanding maritime, industrial and landscape heritage for educational and economic purposes

Former Objectives 12 - 15 would be renumbered accordingly)

12 Faversham Creek Streetscape Strategy

The importance of the Creek Streetscape Strategy was explained and how it would be used to fund investments in the public realm around the creek and to have a co-ordinated approach to design and materials. The Chairman said that Town Council would consider funding to supplement the proposed funding at its next meeting in order to initiate this project. **ACTION: Chairman to take back to next Town Council meeting.**

13 AOB

Natalie Earl informed the group that she was taking a report to Swale's Local Development Framework Panel on Thursday 6th October which asked them to agree to Faversham Town Council's request to undertake this project and to give them an update on the process so far.