

**Minutes of Faversham Neighbourhood Plan Steering Group
held on virtually on Monday 19th October 2020**

Present:

Kris Barker
Harold Goodwin
John Irwin (Chair)
Hannah Perkin
Alison Reynolds
Geoff Wade (Vice Chair)

In attendance: Adrienne Begent (Deputy Town Clerk)

1.	<u>Apologies for absence</u> Apologies were received from A Hook	
2.	<u>Minutes of Previous Meeting and matters arising</u> The minutes of the meeting held on 21 st September 2020 were approved.	
3.	<p><u>Discussion on Matters Arising from Minutes of 21st September 2020</u></p> <p>Minute 3 (Letter to Chair and Vice Chair of the Local Plan Panel): JI reported that James Freeman had responded to the letter declining to meet representatives from the SG, stating they would not be able to meet representatives from all parishes. The SG expressed disappointment with this response, Faversham being one of few parishes currently undertaking a NHP. Faversham is also the only parish expected to take 3500 houses in the Local Plan. The SG agreed that it desired a co-operative working relationship in the future. HG commented that he had met with representatives from SBC about Heritage and had a very productive meeting. ACTION: Letter to be sent to MB/MB (from JI) reiterating the desire for a co-operation.</p> <p>Minute 5 (Site Appraisal Meeting): A meeting to discuss site appraisal had been held and the SG had agreed it's preference for allocation of housing to be to the East and South East. Whilst expressing this preference it was acknowledged that this decision would be taken by SBC.</p> <p>Minute 6 (Faversham Eye): The NHP edition of the Faversham Eye would be printed 26th October. JI expressed thanks to all that had contributed to the edition.</p> <p>Minute 6 (Policy Planning Workshop): A useful and stimulating workshop had been held. Urban Vision had drafted a list of policy areas which forms part of Exhibition Two.</p>	AB
4.	<u>Terms of Reference</u> NHP Steering Group Terms of Reference Version 2 were approved.	

5.	<p><u>Plan to year end including future community engagement</u></p> <p>KB shared the High Level Timeline which he was updating to include the draft plan consultation and period of amendment to plan, the 6 week consultation run by SBC before examination and referendum. This will be shared with SBC at the monthly catch up.</p> <p>It was envisaged that the residents survey would be sent in November. The SG would start working on the draft plan in December.</p> <p>It was noted that Exhibition Two would open on 20th October and run until 31st October. It was agreed that a meeting to discuss the feedback from the exhibitions should be convened with Urban Vision.</p> <p>ACTION: Exhibition Feedback and Survey meeting to be arranged with Urban Vision.</p>	AB
6.	<p><u>Exhibition One</u></p> <p>Jl informed the meeting that an estimated 400 people had visited Exhibition One. The data from the feedback forms had been compiled and the following themes highlighted which are included in the draft policy areas.</p> <p>What is good about Faversham: community, small size of town, pool and cinema, access to countryside history, creek, market and independent shops.</p> <p>What could be improved: cycle and pedestrian routes, creek, conservation and biodiversity, provision of affordable housing, connectivity to new developments.</p> <p>The comments from the post it notes were in the process of being inputted.</p> <p>Jl thanked everyone that had contributed to the exhibition and volunteered at it.</p>	
7.	<p><u>Exhibition Two</u></p> <p>It was noted that Exhibition Two would open the following day. Like Exhibition One this would also be put online.</p> <p>Exhibition Two concentrates on Policy and Design.</p> <p>Policy areas identified at the workshop are listed and visitors are asked to comment on these policy areas and add others.</p> <p>AECOM has produced the work on design following their visit to Faversham, highlighting different streetscapes in the town. Visitors are asked to comment on what they like and dislike. The feedback will feed into the design codes.</p> <p>Local Plan Members should be encouraged to visit Exhibition Two.</p> <p>ACTION: David Clifford's email concerning Local Plan members involvement in the NHP to be recirculated.</p>	AB
8.	<p><u>Update on Surveys</u></p> <p>KB confirmed that Breakthrough Communications were working on the resident's survey. The draft would be shared with the working group in the forthcoming days for distribution in November.</p>	
9.	<p><u>Site-Specific Polices</u></p> <p>The policy workshop had concentrated on generic/town wide policy areas.</p> <p>There would be the opportunity for site specific policies.</p>	

	<p>SBC would be considering site selection at the Local Plan meeting on 29th October. In the event of large sites being selected, the SG considered the possibility of Master Planning.</p> <p>Other sites would be considered where it may advantageous to have specific policies including those for SME/community builders, sites of strategic importance, heritage sites and sites that may become available in the future (eg. Post Office).</p> <p>ACTION: Site specific policy areas meeting to be arranged in early November.</p>	AB
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