

**Minutes of Faversham Neighbourhood Plan Steering Group
held on virtually on Monday 21st December 2020**

Present:

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

In attendance: Adrienne Begent (Deputy Town Clerk)

Presentation

Paul Henry and Andrew Wilford had been invited to the meeting to give a presentation on behalf of Kent Developer SME Network. This was followed by a Q and A session.

Key Points:

- A collective voice for SME's
- Promoting high quality development
- A flexible approach enabling collaboration
- Fast turnaround – SME's do not bank land
- Focus on 1 – 60 unit developments
- Bespoke design for each site
- Actively working with KCC and Homes England to identify sites
- Focus on Climate change agenda
- Complement larger developers
- Use local suppliers and labour
- Presently 32 members, many working as developers
- SBC may include a small site policy in Local Plan

1.	<u>Apologies for absence</u> All members of the Steering Group were present.	
2.	<u>Minutes of Previous Meeting and matters arising</u> The minutes of the meeting held on 16 th November 2020 were approved as an accurate record.	
3.	<u>Discussion on Matters Arising from Minutes of 16th November 2020</u> Minute 3 (Update on Policy Drafting) Swale Local Plan going to Local Plan Panel in January, so the SG will not have a chance to review draft policy beforehand. Minute 6 (Call for Sites) The Town Council supported the recommendation to launch a call for sites at its meeting on 7 th December. The call for sites has been launched and will be open until 31 st January.	

	<p>ACTION: Call for Sites documents to be shared with SME networks who will share with their members.</p> <p>It was confirmed that notification had been received from AECOM that the Town Council had been successful in its application for technical support to assist with site assessment process.</p> <p>Minute 8 (Faversham Eye) It was noted that the Christmas edition of the Faversham Eye had been published, including articles covering the NHP</p> <p>ACTION: Further letter of thanks to be sent to Mr Brain Pain .</p>	<p>AB</p> <p>AB/JI</p>
<p>4.</p>	<p><u>Updates on Meetings with External Representatives since previous SG (16/11/20)</u></p> <p>The Chairman reported that the SG had started to meet with local landowners.</p> <p><i>SLA18/091- 20/11/20 and 01/12/20</i></p> <p>High level discussion concentrating on location of schools (primary and secondary) connectivity to other sites and to town centre, and neighbouring employment land.</p> <p>Importance of active travel policy in NHP highlighted.</p> <p>Concerns over crossing A2 (including pupils) shared.</p> <p><i>SLA18/226 – 30/11/20</i></p> <p>Characterisation Study of Faversham shared with SG. This was in draft form, but still an impressive document. The intention is for it to be finalised in the next month and then published. It will then be available for all developers and landowners.</p> <p>ACTION: To be shared with AECOM on publication.</p> <p>HG suggested would be of significant value to the Faversham Society.</p> <p><i>SLA18/226 – 09/11/20</i></p> <p>Draft Master Plan shared with SG. Showing positioning of site entrances and sports facilities and landscaping. This will be published in Summer 2021.</p> <p>HP suggested that there should be active public engagement at publication.</p> <p>Meeting have been arranged with the developers of the two remaining sites in January.</p>	<p>AB</p>
<p>5.</p>	<p><u>Update on Surveys</u></p> <p>There had delays by Royal Mail in distributing the Residents Survey and the submission date had consequently been extended. At time of meeting 200+ electronic and paper responses had been received. The data analysis would be completed in mid-January. A summary of findings would be shared at the next SG.</p> <p>The business and youth surveys had been drafted and shared with members prior to the meeting. Members were asked to make their</p>	

	<p>comments online. A meeting to discuss suggestions was scheduled with Breakthrough Communications later in the week.</p> <p>The business and youth surveys will be distributed by mid-January.</p>	
6.	<p><u>Updates on Policy Drafting</u></p> <p>Urban Vision had started work on drafting polices. At this stage 15 policy areas had been highlighted. The individual policies have been shared with the relevant area expert.</p> <p>The residents surveys will be fed into the policies before they are shared with all experts to comment on the 15 polices. It is envisaged that this will take till mid-March.</p> <p>AH commented that several polices were concerned with the environment and questioned if the environment should be a thread through all polices.</p> <p>Jl responded that environment issues would be covered in the design codes.</p> <p>HG commented better to have duplication then omission at this first stage.</p> <p>Policy drafting will be an ongoing process and regular SG agenda item.</p>	r
7.	<p><u>Update on Timeline</u></p> <p>Since the drafting of the initial timeline the county had been hit by COVID. This had naturally delayed some of the work, though significant milestones had been met. The NHP is at a critical stage with significant areas coming to completion in the first quarter of 2021 (surveys and policy drafting).</p> <p>ACTION: Amended timeline to be presented to next SG before being shared with SBC.</p> <p>Once agreed the timeline would be shared with area experts.</p>	KB
8.	<p><u>Project Management</u></p> <p>Managing the individual projects with in the NHP and the timeline are obviously related.</p> <p>It was acknowledged that some SG members needed to input more into the NHP for milestones to be met going forward.</p> <p>Public Consultation was an area of the NHP that had been particularly hit by COVID as Ward Councillors had not been able to visit residents as had been planned.</p> <p>AH suggested that with the holding of online events (Zoom) targeted at individual wards would be helpful.</p>	

	Project management will be a regular SG agenda item.	
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