

**Minutes of Faversham Neighbourhood Plan Steering Group  
held on virtually on Tuesday 27<sup>th</sup> April 2021**

Present:

Kris Barker, John Irwin (SG Chair), Alison Reynolds and Geoff Wade (SG Vice Chair)

In attendance: Adrienne Begent (Deputy Town Clerk)

1.	<p><u>Apologies for absence</u></p> <p>Apologies were received from H. Goodwin and H. Perkin.</p>	
2.	<p><u>Declarations of interest</u></p> <p>There were no declarations of interest.</p>	
3.	<p><u>Minutes of Previous Meeting and matters arising</u></p> <p>The minutes of the meeting held on 15<sup>th</sup> March 2021 were approved as an accurate record.</p>	
4.	<p><u>Discussion on Matters Arising from Minutes of 15<sup>th</sup> March 2021</u></p> <p>Minute 3 (SBC Local Plan) A useful public meeting was held on 23<sup>rd</sup> March, which the Chief Executive and Head of Planning attended. It was noted that Cllr K Barker had chaired the meeting. Cllr Barker and the Deputy Town Clerk were drafting Town Councils response for submission at the end of the month. The response will be based on the community engagement and represents the views of the town.</p> <p>Minute 8 (Policy Workshop) The Policy Workshop had been held on Saturday 27<sup>th</sup> March. The workshop had been helpful and provided the volunteers the opportunity to comment.</p>	
5.	<p><u>Update on Site Allocation</u></p> <p>It was noted that AECOM had completed the initial site assessment process. This had been a desk based exercise, considering if sites were suitable/available.</p> <p>Representative from AECOM planned to visit Faversham on 6<sup>th</sup> May to visit the more complex sites.</p> <p>A letter had been sent to the Chief Executive of SBC, enquiring if sites they owned (Land at rear of Waller's Road/Lionfield and Car Park on Flood Lane) would be available during the life of the plan.</p> <p>It was agreed the Deputy Town Clerk would write to agents/owners for the Parker Building Supplies, Kingsfield Care Home and Beaumont Davey sites, enquiring about availability.</p>	

	<p>It was noted that Kent County Council needed to be approached regarding their sites, (Kiln and Osborne Court). It was agreed that it would be sensible to wait until after the local elections on 6<sup>th</sup> May, before pursuing.</p> <p>The Steering Group would be undertaking it's site assessments. The Site evaluation form had been drafted, based on the Locality Model Form. The form would go for public consultation w/c 10<sup>th</sup> May.</p> <p>A policy would be drafted for each site selected (land use and units).</p>	
6.	<p><u>Update on Local Green Spaces</u></p> <p>The Steering Group call for Green Spaces had closed on 2<sup>nd</sup> April. Two submissions had been received which would be considered along with those that were not taken forward by SBC after their call for the Local Plan.</p> <p>It was noted that the selection criteria in the NPPF was quite specific (below), but that the SG would have a different perspective to SBC.</p> <ul style="list-style-type: none"> <li>• in reasonably close proximity to the community it serves;</li> <li>• demonstrably special to a local community and hold a particular local significance; and</li> <li>• local in character and not an extensive tract of land</li> </ul> <p>It was noted that site visits would be arranged and agreed that Mathew Hatchwell should be invited to attend, as his input would be invaluable.</p>	
7	<p><u>Specific Policy Areas</u></p> <p>The Creek Neighbourhood Plan would be superseded by Faversham Neighbourhood Plan. Consideration would be needed to continue to protect this area of the town and specific policies would be written.</p> <p>Brents Industrial Estate and Iron Wharf would continue to be designated as industrial. Other designated areas would be Mixed Community and Mixed Heritage (The Gateway Area).</p> <p>Specific polices would be created for the sites regardless of ownership. This means that sites under multi ownership would be covered by one policy.</p> <p>The map of the creek sites was shared with Steering Group and is attached to these minutes.</p>	
8	<p><u>Update on Policy Drafting</u></p> <p>It was noted that Urban Vision were working on the polices and it anticipated that the Steering Group will receive the second version, reflecting the workshop and other meetings week commencing 3<sup>rd</sup> May. [Office Note: The second draft was received 29/04/21].</p>	

	<p>The steering group discussed the importance of acknowledging the community contribution to the plan and the importance of non-planning matters being recorded.</p> <p>This possibly could be in the introduction/appendix. Further thought would need to be given, the following wording was a suggestion.  <i>“In the process of producing the plan a, b and c were identified as of importance to the town. These are not in the scope of the plan but are listed in the appendix under Non Planning Matters”.</i></p>	
9	<p><u>Exhibition May 2021</u></p> <p>It was noted that building works were scheduled at 12 Market Place to accommodate the VIC w/c 3<sup>rd</sup> May. Notification had not been given for when the works would be completed and the exhibition space usable, but an exhibition in May seemed unlikely.</p> <p>Bookings are being taken for the exhibition space and it was agreed that if a further exhibition(s) was required it would be prudent for the dates to be agreed and booked.</p> <p><b>ACTION:</b> Timeline to be updated and dates for exhibition to be considered.</p>	KB