

**Minutes of Faversham Neighbourhood Plan Steering Group  
held on virtually on Tuesday 18<sup>th</sup> May 2021**

Present:

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

In attendance: Adrienne Begent (Deputy Town Clerk)

1.	<p><u>Apologies for absence</u></p> <p>There were no absentees</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 27<sup>th</sup> April 2021 were approved as an accurate record.</p>	
4.	<p><u>Updates on Design Codes</u></p> <p>It was noted that the Design Codes had been signed of by AECOM. The final version had been distributed to all Town Council Members. The Design Codes will be an appendix to the Neighbourhood Plan, and some points will be incorporated in to policy.</p> <p><b>ACTION:</b> Design Code Document to be added to website and sent to Landowners.</p>	AB
5.	<p><u>Update on Site Allocation</u></p> <p>JI confirmed that HG and himself had met representatives from AECOM on their recent visit to Faversham and visited some sites under assessment with them. AECOM were finalising their report which was expected in the next few weeks.</p> <p>The Site Selection Criteria is currently out for consultation (end date Friday 21<sup>st</sup> May). Comments submitted will be considered and the form updated accordingly. The Steering Group will then complete their site assessment process.</p> <p>A discussion on public engagement concerning site allocation was held. It was noted that there was some confusion over the process which highlighted the need for community engagement, and the possibility of an exhibition was explored. It had always been the intention that Ward Councillors would take the plan to wards before the referendum and it</p>	

	<p>was agreed that it would be useful to hold a briefing session for members on the process.</p> <p><b>ACTION:</b> Date for Town Council Members briefing to be set.</p> <p>It was agreed that a summer exhibition should be held with the themes; site allocation, local green spaces and views. To maximise the benefit of the exhibition it is important that it is held at the most opportune time. It was agreed that the SG would discuss timings with Swale Officers at the next catch up. Using the bus to take the exhibition to the estates for an evening was also discussed. Further thought will be given once the exhibition is timetabled and curated.</p> <p><b>ACTION:</b> Date for Summer Exhibition to be set.</p> <p>The Town Council had held a Public Meeting to discuss Regulation 19 for the Local Plan. This had been a useful event, giving residents a platform to comment and ask questions. The usefulness of a similar event for the NHP was discussed, a date was not set, but the SG may wish to pursue the idea at some point in the future.</p>	<p>AB</p> <p>AB/JI</p>
6.	<p><u>Update on Local Green Spaces</u></p> <p>The Local Green Space nomination window had closed on the 2<sup>nd</sup> April. The Steering Group had held a workshop, which Mathew Hatchwell had attended to discuss the submissions and also reconsider nominations to Swale's call for LGS held as part of the LP process.</p> <p>Members of the SG and Mathew Hatchwell had visited a number of sites on Saturday 15<sup>th</sup> May. This had been a very useful and interesting morning. The findings of the visits and recommendations were being compiled.</p> <p>For sites that may not be designated as LGS, but which were still considered of importance other methods of protection were being explored. One example is a policy protecting all amenity spaces in existing estates, another is considering TPO's on outstanding trees.</p> <p>One of the sites that had been visited was LGS/051 – Playing area and pitch junction of Bysing Wood Road and Giraud Drive. The fencing and equipment was in a poor condition. HP informed the meeting that <b>SBCS</b> had carried out a review of their play areas and had noted that this one was in need of improvement.</p>	
7	<p><u>Update on Policy Drafting</u></p> <p>Urban Vision had completed the 2<sup>nd</sup> draft of policies. A briefing was scheduled for 19<sup>th</sup> May for the volunteer group.</p> <p>It was acknowledged that the policies would continue to be updated throughout the process of making the plan, incorporating comments and feedback from each exercise.</p>	

