

**Minutes of Faversham Neighbourhood Plan Steering Group  
Hybrid Meeting held on Tuesday 19<sup>th</sup> July 2022**

**Present:** Harold Goodwin, John Irwin (Chair), Hannah Perkin and Alison Reynolds

**In attendance:** Adrienne Begent (Deputy Town Clerk)

1.	<p><u>Apologies for Absence</u></p> <p>Apologies were received from K Barker and G Wade</p>	
2.	<p><u>Declarations of interest</u></p> <p>Harold Goodwin declared an interest on Agenda Item 9 – Conservation Area Appraisal</p>	
3.	<p><u>Minutes of Previous Meeting</u></p> <p>The Minutes of the meeting held on 27<sup>th</sup> June were approved as an accurate record. These minutes had been presented to Full Council on 11<sup>th</sup> July.</p>	
4.	<p><u>Matters Arising</u></p> <p>AECOM Housing Needs Assessment V2 had been approved at TC on 11<sup>th</sup> July and was now on the Website. JI informed the meeting that he had attended the Community Land Trust meeting on 14<sup>th</sup> July and showcased the highlights.</p>	
5.	<p><u>Screening of Plan</u></p> <p>The plan had been sent to Swale Borough Council on 4<sup>th</sup> July for screening. Official feedback had not been received, but Officers had indicated that Habitat Regulations Assessment (HRA) and Strategic Environmental Assessment (SEA) would be needed. Applications had been submitted to Locality for further Technical Support.</p>	
6.	<p><u>Critical Junctions</u></p> <p>At the Public Engagement workshops (25<sup>th</sup> June), Tim Stonor had questioned the list of Critical Junctions that were included in the plan. TS had been invited to a meeting with KB and Urban Vision to discuss the list and methodology.</p> <p>The plan had gone to screening with no amendments to the list.</p>	

	Members looked forward to receiving a response at Regulation 14.	
7.	<p><u>Site Selection Evidence</u></p> <p>Sites included in the plan had been selected following the publication of the AECOM Site Options and Assessment Report (October 2021) and the Public Consultation that the Steering Group ran in Spring 2022.</p> <p>In preparation for Regulation 14 a brief synopsis was needed for each selected site explaining the selection criteria and decision making process.</p> <p><b>ACTION:</b> Synopsis to be drafted for each site.</p>	JI
8.	<p><u>Regulation 14</u></p> <p>Item deferred.</p>	
9.	<p><u>Conservation Area Appraisal</u></p> <p>The Conservation Area Appraisal (CAA) which will be included in the evidence base for the NHP was undertaken in 1972. The emerging plan repeatedly refers to the Conservation Area and the importance of protecting it and Listed Buildings. The Inspector of the Creek Neighbourhood Plan had commented that it was out of date in 2017.</p> <p>A request had been received from the Faversham Society to jointly commission and publish a CAA. The benefits of the CAA include</p> <ol style="list-style-type: none"> <li>1) Updated list of properties and structures in Faversham to be preserved</li> <li>2) Stronger evidence base to ensure that new developments fit with Conservation Area</li> <li>3) Training for volunteers</li> </ol> <p>The importance of SBC recognising the CAA if undertaken by a third party was discussed. Whilst an independent appraisal would have merits it was agreed that it would be more beneficial it was adopted by SBC.</p> <p><b>ACTION:</b> Proposal of jointly commissioned and published CAA to be discussed with Leader and Chief Executive of SBC.</p> <p>It was proposed by John Irwin, seconded by Hannah Perkin and on being put to the meeting it was <b>RECOMMENDED that the Town Council jointly commission and publish a Conservation Area Appraisal with the Faversham Society.</b> Urban Vision had submitted a proposal to undertake the work for £8,800.</p>	HP