

**Minutes of Faversham Neighbourhood Plan Steering Group
Hybrid Meeting held on Monday 26th September 2022**

Present: Kris Barker, Antony Hook, John Irwin (Chair), Hannah Perkin and Alison Reynolds

In attendance: Adrienne Begent (Deputy Town Clerk)

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| 1. | <p><u>Apologies for Absence</u></p> <p>Apologies were received from H Goodwin and G Wade</p> | |
| 2. | <p><u>Declarations of interest</u></p> <p>There were no declarations of interest.</p> | |
| 3. | <p><u>Minutes of Previous Meeting</u></p> <p>The Minutes of the meeting held on 19th July were approved as an accurate record. These minutes had been presented to Full Council on 8th August.</p> | |
| 4. | <p><u>Matters Arising</u></p> <p>All matters arising were discussed elsewhere on the agenda.</p> | |
| 5. | <p><u>Grant Applications</u></p> <p>The Deputy Town Clerk confirmed that the grant application to Locality for the financial year 2022-23 had been successful and that £6,038 had been awarded. The Town Council had now received the maximum in funding from Locality for the creation of it's Neighbourhood Plan.</p> <p>The draft plan had been submitted to SBC for screening on 4th July. Confirmation had been received from SBC that SEA and HRA assessments would be required and applications had been made for technical support to AECOM which had been successful.</p> <p>It was agreed that it would be useful if a list of funding and technical support received was compiled.</p> <p>ACTION: List to be drafted.</p> | AB |
| 6. | <p><u>Habitat Regulation Assessment and Strategic Environmental Assessment</u></p> <p>The Steering Group had received the SEA Scoping Report by email prior to the meeting and been invited to submit their comments. The Scoping Report had then been sent to Natural England, English Heritage and the Environment Agency for formal consultation. On receipt of their comments AECOM will write their report and check against the</p> | |

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| | Site Options and Assessment report. The report from AECOM is expected in December. This is an important step and will tighten up the policies in the plan. | |
| 7. | <p><u>Timetable to Referendum</u></p> <p>The requirement for HRA and SEA has delayed the plan proceeding through the steps required before going to referendum. Regulation 14 would now take place between 9th January and 12th February. The Plan would then be submitted to SBC, (the intention is that the recommendation to submit is made to Full Council on 13th March). The six week consultation for Regulation 16 would happen before the plan was sent for examination.</p> <p>ACTION: Road Map and Communication Plan to be updated with the amended dates</p> | KB |
| 8. | <p><u>Critical Junctions</u></p> <p>PJA had been commissioned to write the report on Critical Junctions. At the Public Engagement workshop (25th June) Tim Stoner had questioned the list and raised concerns that it didn't align with the LCWIP and 20's Plenty. He had suggested additional/alternative junctions which had been included in the plan that had gone for screening.</p> <p>If the full list of junctions are to be included in the plan, further evidence may be needed. PJA may need to be commissioned to undertake an additional study.</p> <p>ACTION: to be added to agenda for October meeting</p> | AB |
| 9. | <p><u>Site Selection Evidence</u></p> <p>Jl confirmed that he had started drafting the synopsis for each site that would be included in the plan.</p> | |
| 10. | <p><u>Conservation Area Appraisal</u></p> <p>HP confirmed that she had spoken to Larissa Read (SBC Chief Executive) about the proposal for the Conservation Area Appraisal to be jointly commissioned and published by Faversham Town Council and the Faversham Society. The proposal had been favourably received in principle by LR, but confirmation was needed from the relevant departments of their agreement. HP expected to receive confirmation from the relevant departments in the following weeks.</p> | |