

**Minutes of Faversham Neighbourhood Plan Steering Group
Hybrid Meeting held on Monday 27th June 2022**

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

Virtual: Harold Goodwin

In attendance: Adrienne Begent (Deputy Town Clerk)

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| 1. | <p><u>Election of Chair and Vice Chair</u></p> <p>Cllr J Irwin was nominated to be Chair of the Steering Group by Cllr K Barker for the Civic Year 2022-23. This was seconded by Cllr A Reynolds and following a unanimous vote he was elected. Cllr K Barker was nominated to be Vice Chair of the Steering Group by Cllr J Irwin for the Civic Year 2022-23. This was seconded by Cllr A Reynolds and following a unanimous vote he was elected.</p> | |
| 2. | <p><u>Apologies for Absence</u></p> <p>Apologies were received from H Perkin and G Wade</p> | |
| 3. | <p><u>Declarations of interest</u></p> <p>There were no new declarations of interest.</p> | |
| 4. | <p><u>Minutes of Previous Meeting</u></p> <p>It was noted that the meeting on 23rd May had been cancelled.</p> | |
| 5. | <p><u>Terms of Reference</u></p> <p>The Terms of Reference were approved with the following amendments:</p> <p>4.1 Minimum of five members of Faversham Town Council. 4.1 Two members of the former Faversham Future Forum 4.3 The Steering Group will revise the Terms of Reference annually 5.1 The Steering Group will meet on the 4th Monday of the month 6.4 The communication strategy for the Neighbourhood Plan will be proposed by Steering Group and approved by Faversham Town Council.</p> | |
| 6. | <p><u>AECOM Housing Needs Assessment V.2</u></p> <p>V.2 of the Housing Needs Assessment drafted by AECOM had been circulated to member of the Steering Group. The report had also been circulated to the Community Land Trust who had commented on it.</p> | |

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| | <p>It was proposed by John Irwin, seconded by Kris Baker and on being put to the meeting it was RECOMMENDED that the ACECOM Housing Needs Assessment Report V2 be approved.</p> | |
| 7. | <p><u>Critical Junctions</u></p> <p>PJA had been commissioned to research and compile the list of critical junctions. The report produced listed 25 junctions. The Steering Group had reduced the list to 10 using the rationale of only including junctions situated on roads adjacent to the major developments which are therefore likely to be impacted by housing growth.</p> <p>At the Stakeholder Engagement Meeting (Saturday 25th June it was agreed that the steering group would engage Mr Tim Stoner in reviewing the methodology and outcomes (based upon Mr Stoner's acknowledged expertise) of the critical junctions. It was agreed the Cllr Barker and Mr Stoner would meet and make a recommendation to the steering group in advance of screening.</p> | |
| 8. | <p><u>Submission of Screening</u></p> <p>Significant updates had been made to the plan in previous weeks in readiness for it to be submitted to Swale Borough Council for Screening at the beginning of July inline with the timetable.</p> <p>It was agreed that the plan would be circulated to comment all members of the Steering Group and Town Council and comments would be welcomed up to July 4th.</p> <p>It was proposed by John Irwin, seconded by Kris Baker and on being put to the meeting it was RECOMMENDED that Faversham Neighbourhood Plan be submitted to Swale Borough Council for screening.</p> | |
| 8. | <p><u>Stakeholder Engagement Meetings</u></p> <p>A day of stakeholder engagement meetings had been held on Saturday 25th June.</p> <p>Four sessions had been held for attendees from Faversham Town Council, Faversham Creek Trust, the Faversham Society and the Community Land Trust.</p> <p>Hannah Barter from Urban Vision attended which was invaluable. It was considered that the meetings had been productive and important issues raised and discussed.</p> <p>A number of concerns and issue had been raised which could not be solved/rectified by a NHP. It was considered that FAQ sheet should be created.</p> | |