

**Minutes of Faversham Neighbourhood Plan Steering Group  
Hybrid Meeting held on Monday 26<sup>th</sup> June 2023**

**Present:** Kris Barker, Harold Goodwin, John Irwin, Hannah Perkin (Chair), Josh Rowlands, Julian Saunders, Geoff Wade

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

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| 1. | <p><u>Apologies for Absence</u></p> <p>Apologies were received from P Cook and C Williams</p>  |  |
| 2. | <p><u>Co-Option of Members onto NHP Steering Group</u></p> <p>It was proposed by Cllr H Perkin, seconded by Cllr Josh Rowlands and on being put to the meeting it was <b>RESOLVED that Kris Barker, Harold Goodwin, John Irwin and The Chair of Faversham Future Forum (presently Geoff Wade) be co-opted onto Faversham Neighbourhood Plan Steering Group.</b></p>  |  |
| 3. | <p><u>Election of Chair</u></p> <p>Cllr H Perkin was nominated to be Chair of the Steering Group by Mr J Irwin for the Civic Year 2023-24. This was seconded by Cllr J Rowlands and following a unanimous vote they were elected.</p>  |  |
| 4. | <p><u>Election of Vice Chair</u></p> <p>The Chair of Faversham Future Forum (presently Mr Geoff Wade) was nominated to be Vice Chair of the Steering Group by Cllr H Perkin for the Civic Year 2023-24. This was seconded by Cllr J Rowlands and following a unanimous vote they were elected.</p>   |  |
| 5. | <p><u>Terms of Reference</u></p> <p>It was proposed by Cllr H Perkin, seconded by Cllr Josh Rowlands and on being put to the meeting it was <b>RESOLVED to accept the Terms of Reference.</b></p> <p>The fourth point of the Terms of Reference reads:</p> <ul style="list-style-type: none"> <li>● To Communicate and promote the benefits of the Neighbourhood Plan to Faversham residents with the aim of securing a positive referendum result.</li> </ul> |  |

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|    | <p>It was note that this is the responsibility of Faversham Town Council.</p> <p>The creation of the Neighbourhood Plan had been a community led project and not establishment.</p>   |    |
| 6. | <p><u>Minutes of Previous Meeting</u></p> <p>The Minutes of the meeting held on 24<sup>th</sup> April were approved as an accurate record. They were proposed by Cllr H Perkin and seconded by Cllr J Rowlands.</p>   |    |
| 7. | <p><u>Regulation 16</u></p> <p>The Deputy Town Clerk reported that the following documents had been sent to Swale Borough Council for them to commence Regulation 16.</p> <p>Neighbourhood Plan<br/> Basic Conditions Statement<br/> Consultation Statement<br/> Habitats Regulation Assessment<br/> Strategic Environmental Assessment<br/> Area Designation Map</p>   |    |
| 8. | <p><u>Matters to Report</u></p> <p>Following Regulation 16 the next phase for the Steering Group to consider is the referendum. The NHP Communication Plan would need revisiting and budget set.</p> <p>Ideas briefly explored where public meetings, possibly in the Parish Church which the community experts would be invited to speak at.</p> <p><b>ACTION:</b> Communication Plan and Budget to be on next Agenda</p> <p>It was noted that through the plan making process residents had raised concerns about issues outside the remit of the plan (and the Town Council). The FFF would reconvene to address these concerns.</p> | AB |
| 9. | <p><u>End of Meeting</u></p> <p>The meeting ended at 19.42</p>  |    |