

**Minutes of Faversham Neighbourhood Plan Steering Group
Hybrid Meeting held on Monday 22nd January 2024**

Present: Kris Barker, Peter Cook, Charles Gibson, John Irwin, Hannah Perkin, Josh Rowlands, Julian Saunders, Geoff Wade

In attendance: Adrienne Begent (Deputy Town Clerk)

1.	<p><u>Apologies</u></p> <p>Apologies were received from H Goodwin</p>	
2.	<p><u>Declarations of Interest</u></p> <p>None</p>	
3.	<p><u>Minutes of Previous Meeting</u></p> <p>The minutes of the meeting held on 24th July and 27th November were approved as an accurate record. They were proposed by G Wade and seconded by K Barker. (The minutes had previously been presented to Town Council on 14th August and 11th December respectively).</p>	
4.	<p><u>Examiners Procedural Matters & Questions and Response Table</u></p> <p>The Examiners Procedural Matters & Questions Letter and the Response Table sent by Swale Borough on 9th January were noted.</p> <p>The Working Group waits for further correspondence from the Examiner and for confirmation on whether the hearing will be in person or through written submissions.</p> <p>ACTION: Monitoring Officer to be asked for written clarification on what the Council can do to promote the referendum and a yes vote.</p>	AB
5.	<p><u>Timetable and Next Steps</u></p> <p>Until the Examiner has written and confirmed the nature of the examination and his timeframe it is difficult to plan the timetable up to the Referendum.</p> <p>However a Communication Plan would be needed for the final stages. Members briefly discussed the Communication Plan, and the input from the community, including those that fed into the evidence base.</p>	

	<p>Case studies should be included, highlighting how the plan could work to the towns benefit, e.g. open spaces, Ham Farm and Abbeyfields</p> <p>ACTION: Representatives from Community Groups and individuals that contributed to the evidence base to be invited to an informal meeting on Monday 26th February at 7pm.</p> <p>Agenda (26th February) Introduction: GW Green Spaces: JI Sites and Future Development: KB</p>	AB/HP
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