

Minutes of BADGERS MOUNT NEIGHBOURHOOD PLAN 1st STEERING GROUP
MTG – 21st March 2019 (8pm – 9.45pm)

1. Attendees and Apologies for Absence

Cllr John Grint (JG), Cllr Tracey McCartney (TM), Cllr Simon Lake (SL), Cllr Gordon Plumb (GP), Cllr Alastair Dunlop (AD) Geoff Dessent (GD) =- Clerk and appointed NP Coordinator

Apologies – None

2. Terms of references

These have been previously circulated to Councillors and comments taken on board, and were agreed. The Neighbourhood Plan Steering is a committee of the Parish Council, and all meetings are therefore open.

3. Selection of Chair

JG proposed and TM seconded that AD should be interim chair of the Neighbourhood Plan Steering Group AD accepted, and all noted this post would be reviewed following the 2 May elections for Parish Councillors.

4. Mechanism for Co-opting Volunteers

It was agreed that volunteers would be co-opted to the Neighbourhood Plan Steering Group and associated topic groups as things progress and that Roger King was felt to be a particularly valuable recruit (for the Steering Group) given his local knowledge and contacts – and was keen to be co-opted. He would be approached first. The Chairman also agreed to write to all those offering their time/support to see what role they may be able to fulfill going forward, either as members of the Steering Group or members of the proposed topic groups.

It was also agreed that all co-optees would take part in 3 trial meetings before being accepted as full-time members of the Steering Group or a Topic Group.

5. Objectives for the Neighbourhood Plan

AD supported by TM felt it was important to develop a description of the Parish and its aims as a key starting point.

It was agreed that the plan should be produced within 3 years and that the GD would be asked to produce a proposed timeline/roadmap for the next meeting. **Action:** GD

It was also agreed that as Sevenoaks District Council (SDC) are a very key player that regular meetings would be set up with the Planning Policy department at SDC, with GD leading these and members of the NPSG welcome to attend as appropriate

Action GD

6. Update on Neighbourhood Plan Area Designation

GD explained that the formal Area designation should be granted at the June SDC Planning Policy committee, and given the lack of opposition, SDC had encouraged BMPC to get things started.

7. Budget

The Parish Council have agreed an overall budget for the Neighbourhood plan, of £30K (plus grants) which includes an initial allocation for 2019/20 for £17k.

GD explained that a Locality grant for at least £9k should be available and should be applied for as soon as the official area designation is granted.

It was agreed that the Parish Council would confirm an annual budget to the Neighbourhood Plan Steering Group (NPSG), and that the NPSG would be responsible to report back to the Parish Council on how this was being spent.

It was agreed that to deliver a successful Neighbourhood Plan, specialist Consultants would be needed.

Action GD asked to draft a specification for the consultants to be agreed and then seek 3 tenders for discussion at a future meeting.

GD has already been appointed as NP coordinator at 10 hours per week from April

It was noted by SL that a separate Bank Account had already been set up for the Neighbourhood Plan to allow full financial transparency.

8 Proposed Topic Groups

This will be discussed in future meetings but must include housing and other development, character and heritage. Community and infrastructure, and ensure the any discussions about environment and green space are discussed in the context of proposed development.

9.. Next Steps

Next meeting will be on 18 April 2019.