

**Minutes of BADGERS MOUNT NEIGHBOURHOOD PLAN 8th STEERING  
GROUP (NPSG) MTG – 17<sup>th</sup> October 2019 (8pm– 9.55pm)**

**Attendees and Apologies for Absence**

Chair – Cllr Alistair Dunlop (AD)

Geoff Dessent (GD) – Neighbourhood Plan Coordinator, Cllr John Grint (JG)., Cllr Simon Lake (SL), Cllr Gordon Plumb (GP). Cllr Tracey McCartney (TMC), Catherine Southwood (CS) Zena Belton (ZB) Roger King (RK)

Apologies –Simon Taylor (SDC)

The minutes of the 7<sup>th</sup> Neighbourhood Steering Group were agreed and signed and have been placed on the website.

**1. Topic Groups**

It was agreed that it was important for all four topic group to meet and report back in time for the next meeting on 21 November, not least to help prepare for the open meeting to be held on 30<sup>th</sup> January. The starting point for each group should be the comments collected from residents in an open meeting last Autumn, which AD agreed to re-circulate.

The current membership of the topic groups is set out at annex A.

**2. Progress on Residents' Engagement**

It was agreed that this was very important but that at this stage all should be in “listening” mode. The business cards recently produced for Parish Councillors are aimed at helping this process.

It was also agreed that an “aide memoire” list of topics/questions would be produced to facilitate residents’ engagement on the doorstep and elsewhere. **Action GD**

It was also agreed that the website should be enhanced with a separate Neighbourhood Plan section, including the visioning statement report from O’neill-Homer and both the Ecology and Transport study to demonstrate the evidence gathering. **Action GD**

It was also agreed that some activity via social media was important – initially using the BMRA facebook page, Twitter and Instagram **Action GD**

GD also agreed to go along and speak to the WI about the developing Neighbourhood Plan. **Action ZB** to invite GD to one of their future meetings.

GD also agreed to seek to place articles on local Parish newsletters.

### 3. Progress on Stakeholder Engagement

GD explained has was in touch with the Kent Downs AONB, and had also had contact with the Environment Agency. There was also regular contact with SDC.

It was agreed that the next key stakeholders to contact were:

- F M Conways - Action JG and RK
- Halstead Parish - Action GD
- Polhill Garden Centre – Action SL

### 4. Vision for the Parish

All were content with the developing visioning as redrafted by O'Neill-Homer, and the draft summary at Annex B of the minutes of the previous meeting.

RK presented some very thoughtful ideas for the development of the Chelsfield Depot site for further discussion and it was agreed the next step would be to engage with the land owner FS Conways (see item 3 above)

### 5. Agreement of Line to Take at Local Plan Hearings

It was agreed JG would stick to the high level principles: that Badgers Mount Parish Council were developing a Neighbourhood Plan, and seeking that this plan would strongly influence the design and makeup of the two allocated sites in the Parish, without expressing any detailed views or proposals. The NPSG will also develop a range of other support policies for inclusion in the NP.

### 6. Planning for the Open meeting

It was agreed that this would be mapped out in detail at the next NPSG meeting on 21 November. The overall aim was to give an overview of the work so far, then split into topic group areas to listen and collect resident's views.

A flyer will be produced and hand delivered around mid-January

It was also agreed that an overhead projector would be a sound investment for the NP work -. **Action GD** to get quotes.

### 7. Budget

The following was agreed:

- Payments as set out at annex B, noting that once the Local Plan was more defined RoyalthaskoningsDHV might be asked to add some traffic assessment of the impact of the Fort Halstead development, unless this has already been covered by the documents recently issued for the Fort Halstead site consultation.

- To task Engain to conduct a Habitat survey (including the Local Records Office material)

## **8. Next Steps**

Next meeting on 21 November – quite a lot of actions to be completed before that meeting at set out above.

Neighbourhood Plan Coordinator .....18<sup>th</sup> October 2019

## **Annex A - Membership of Topic groups**

<b><i>Topic Group 1</i></b>	<b><i>Topic Group 2</i></b>	<b><i>Topic Group 3</i></b>	<b><i>Topic Group 4</i></b>
<b>Housing and Development</b>	<b>Environment and Local Economy</b>	<b>Character and Heritage</b>	<b>Infrastructure and Community Assets</b>
Roger King	Simon Lake*	Simon Lake*	John Grint*
Gordon Plumb*	Tracey McCartney*	Roger King	Tracey McCartney*
Cathy Southwood	Cathy Southwood		Zena Belton
	<i>Rob Goodwin (to be confirmed)</i>		<i>Richard Rushton (to be confirmed)</i>
	<i>Richard Rushton (to be confirmed)</i>		

\*Parish Councillor

## **ANNEX B – Receipts and payments**

### **Receipts**

None this month,

### **Payments**

<b>Cheque Number or EP</b>	<b>Gross Amount (£)</b>	<b>Payee</b>	<b>Description</b>	<b>VAT</b>
<b>EP</b>	1,080.00	RoyalHaskoning DHV	Invoice for Transport Study	180.00
<b>Cheque 00003</b>	60.00	Mr G H Dessent	Reimbursem ent for production of Business cards	10.00

