

Minutes of the Sevenoaks Town Neighbourhood Development Plan Steering Committee meeting held on the 3rd April 2014, 7pm, Sevenoaks Town Council Chamber.

In attendance:

Cllr Simon Raikes – Chairman	Sevenoaks Town Council / Sevenoaks District Council
Elizabeth Dolding	Sevenoaks and District Chambers of Commerce
John Ingram	Bradbourne Residents' Association
Peter Moss	Sevenoaks Society
Andrew Eyre (arr7:06)	Stag, Sevenoaks Town Councillor, Sevenoaks District Councillor
Simon Randall	Wildernesse Residents' Association
Linda Larter	Town Clerk, Sevenoaks Town Council
Hugh D'Alton	Planning Clerk, Sevenoaks Town Council / Sevenoaks Town Partnership

Apologies: Cllr Piper, Cllr Canet, Jill Aisher, Byron Brown

1. Declarations of Interest

None

2. Minutes of the previous meeting

The notes of the previous meeting held on 3rd April 2014 were received and noted without modification.

3. Membership of the Steering Committee

It was **RESOLVED** that Simon Randall be added to the Sevenoaks Town Neighbourhood Plan Steering Committee as a representative of the Wildernesse Residents' Association.

4. Questionnaire

The Committee received and noted that the town wide Questionnaire would be delivered to houses for a 2 week (approximate) period in April 2014.

It was agreed that both residents' associations present would promote this to their members.

It was noted that while responses outside of the Sevenoaks Town parish boundary would be accepted they would be separately collated and would not qualify for entry into the prize draw.

5. Children's Competition

The Committee noted that approximately 60 entries had been received for the Children's competition and winning entries would be selected by the Mayor, Chairman of the NDP Steering Committee, and the Editor of the Sevenoaks Chronicle. Prizes to be awarded at the Sevenoaks Town Council Annual meeting on 19th May 2014.

6. Direct Support

The Committee noted that additional direct support had been secured from Locality including planning support, assistance with consultation events, and plan policy writing.

7. Project Plan

The Committee received and noted the updated project plan.

8. Community Engagement

The Committee received and noted the community engagement strategy.

It was suggested that other local groups be contacted to encourage participation e.g. Neighbourhood watch groups, the National Trust.

It was noted that a community engagement exercise / stand in the Town Centre would be arranged.

9. Any other Business

a) Wildernesse – Community Governance Review

Simon Randall of the Wildernesse Residents' Association reported that the Association was considering the possibility of undertaking a Community Governance Review which would seek to incorporate an additional 35 houses on the Wildernesse Estate within the parish of Sevenoaks.

b) Bradbourne Lakes

John Ingram of the Bradbourne Residents' Association reported that a meeting had taken place between Thames Water, KCC, SDC, and the Residents' Association to discuss ongoing issues at Bradbourne Lakes.

10. Dates of future meetings

It was noted that following dates had been set for future Steering Committee meetings, and that all meetings would begin at 7pm unless otherwise indicated:

- a. 28th May 2014 – Sevenoaks Community Centre Bar Room
- b. 1st July 2014 – Sevenoaks Town Council Chamber
- c. 12th August 2014 – Sevenoaks Town Council Chamber
- d. 23rd September 2014 – Sevenoaks Town Council Chamber
- e. 18th November 2014 – Sevenoaks Town Council Chamber

Meeting concluded at: 7:40pm