

Minutes of the Sevenoaks Town Neighbourhood Development Plan Steering Committee meeting held on the 18th November 2014, 7:00pm, Sevenoaks Town Council Offices

In attendance: Cllr Hogarth (**Chairman**), Cllr Canet, Cllr Hunter, Cllr Piper, Cllr Roger Walshe, Cllr Purves, Geoff Brown, John Morrison, Roger Lee, Ted Graham, Byron Brown, Helen French, Linda Later, Hugh D'Alton, 4 residents of Sevenoaks High Street

Apologies: Peter Moss; Simon Randall; Cllr Raikes, Elizabeth Dolding, John Ingram, Cllr Mrs Walshe

1. Declarations of Interest

None

2. Minutes of the previous meeting

The Committee received and noted the following sets of minutes, and made the respective observations:

- i. Steering Committee Meeting held on 23rd September 2014
Noted
- ii. Character of the Town Sub Committee on 6th October 2014
It was noted that the sub committee was awaiting full results from the questionnaire.
- iii. Economic Development Sub Committee on 6th October 2014
It was noted that the questionnaire had highlighted a perception of anti-social behaviour in the Town Centre in the evenings, which dissuaded some visitors. It was suggested that the Sevenoaks Town Partnership investigate the Purple Flag scheme as a possible route to combatting this perception.
- iv. Transport Sub Committee on 8th October 2014
The formation of the Friends of Bat & Ball group was noted.
- v. Housing Sub Committee on 9th October 2014
Noted
- vi. Leisure & Environment Sub Committee on 9th October 2014.
Noted

3. Key Points and themes

The Committee received and noted a working document, outlining and consolidating key themes from all Sub Committees, and noting possible objectives and emerging policies. It was noted that this document would be updated and circulated in due course.

4. Presentation from Brian Whiteley, on drawing up objectives from questionnaire results and policy development

The Committee received a presentation from Brian Whiteley of Planning Aid England:

- Noted that DCLG funding only carried support programme to March 2015, and support past this date could not be assured
- Noted that STC had committed some funds to delivering projects set out in the plan, to supplement expected CIL revenue.
- The question of how the final plan was monitored was raised, it was believed that as a DPD it would be encompassed in the LPA's Annual Monitoring Report

5. Timetable

The updated timetable for the plan was received and noted.

6. Questionnaire

It was noted that the free text responses of the questionnaire would be coded by the next meeting of the steering committee and that analysis was being performed as they were received.

7. Integrated Transport

An update from the integrated transport consultant was received and noted. It was noted that a meeting would be taking place between the consultant and stakeholders before the end of the year, with a view to a draft report being published in February.

8. Website

It was noted that a number of guidance documents referred to by Brian Whiteley would be uploaded to the resources section of the stnp.co.uk website.

9. To discuss plans for a public consultation event in 2015

The intention to hold a public consultation event in Q1 of 2015 was received and noted, The timing of this would be dependent on analysis of NDP questionnaire results and production suitable material to support the consultation.

10. Any other business

The topic of a pedestrian audit was raised, it was resolved that this be discussed with the integrated transport consultant and be included on the next agenda for discussion.

11. 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. 20th January 2015
- b. 18th March 2015

Meeting concluded at: 9pm