

Minutes of the Sevenoaks Town Neighbourhood Development Plan Steering Committee
meeting held on the 11th April 2016, 6pm, Sevenoaks Town Council Offices

In attendance: Cllr Raikes (Chairman), Cllr Hogarth (Vice Chairman), Cllr Mrs Walshe, Cllr Clayton, Cllr Purves, Cllr Piper, Cllr Chakowa, Cllr Canet, Cllr Hunter, Cllr Parry, Roger Walshe, Byron Brown, John Ingram, John Morrison, Linda Larter, Hugh D'Alton

Apologies: Elizabeth Dolding, Flora Hill

1. Declarations of Interest

None

2. Minutes of the previous meeting

The minutes of the meeting held on the 29th February 2016 were received and approved.

3. Placemaking workshop

It was noted that Sevenoaks District Council had been invited to attend the next meeting of the committee on the 23rd May 2016 to hold a place making workshop. Due to the volume of business on the agenda it was agreed that the meeting should commence at 5:30pm.

4. Call for Small sites

It was noted that the call for small sites was currently live, but there had not been any submissions to date. The government was currently consulting on proposals to require the District Council to maintain a 'brownfield register' which may have a similar goal.

It was noted that Sevenoaks Town Council had promoted the Cemetery frontage site within the District's call for sites however it could also be considered under the call for small sites depending on the density which could be achieved.

5. Any other business

i) Transport Strategy

It was noted that the subject to small amendments noted in the minutes of the September 2015 meeting of the steering committee, the content of the integrated transport strategy had been finalised. This document would act as an evidence base for further policies contained within the Neighbourhood Plan.

It was requested that a specific date be identified for transport policies to be discussed and circulated to the group.

ii) Timetable

It was noted that a timetable for the production of the plan had previously existed, however due to requests from the committee to focus on specific issues and extend consultation windows this had drifted substantially. Now that the evidence gathering stages are coming to a close it was hoped that a new accurate timetable can be drafted for the production of the actual document.

iii) Publicising planning policy to residents' groups

It was noted that there appeared to be a difference in awareness of local planning policy within residents' associations, and a proposal for a meeting of local community groups with District Council planning officers was discussed. It was agreed that this suggestion be considered at the Sevenoaks Town Forum meeting as proposals required buy in from Sevenoaks District Council and Residents' associations.

6. Dates of future meetings

It was noted that following dates had been set for future Steering Committee meetings, and that all meetings would typically begin 6pm and finish at 6:55pm. All of these meetings are open to the general public who are encouraged to attend.

23rd May 2016 (starts at 5:30pm)
18th July 2016
30th August 2016
10th October 2016
21st November 2016
16th January 2017
27th February 2017
10th April 2017
22nd May 2017

Meeting concluded at: 6:22pm