

Minutes of the Sevenoaks Town Neighbourhood Development Plan Steering Committee meeting held on the 21st November 2016, 6:00pm, Sevenoaks Town Council Offices

In attendance: Cllr Piper, Cllr Mrs Parry, Tim Pearce, Richard Baxter, Geoff Brown, Cllr Purves, Flora Hill, John Ingram, Cllr Clayton, Cllr Hunter, Cllr Towell, Roger Walshe, Cllr Mrs Walshe, Hugo Nowell, Laura Hart, Cllr Raikes, Cllr Eyre, Cllr Parry, Linda Larter, Hugh D'Alton.

Apologies: Charles George, Elizabeth Dolding, Byron Brown, Cllr Canet.

1. Declarations of Interest

None

2. Minutes of the previous meeting

The minutes of the meeting held on the 30th August were received and approved subject to an amendment to item (4) noting that a motion was put forwarded, seconded, and defeated to delay the consideration of the NDP vision statement.

3. Terms of Reference

The Draft Terms of Reference were received and considered.

It was noted that this draft formalised the existing relationship between the Neighbourhood Plan Steering Committee and the Town Council's Planning Committee. It was further noted that the topic of representation on the Steering Committee would be discussed at the next meeting with a view to broadening the official membership.

It was **RESOLVED** that the draft terms of reference be adopted.

4. Northern Sevenoaks Masterplan

Urban Initiatives Studios the consultants which the Town Council will appoint to carry out the Northern Sevenoaks Masterplan were welcomed to the meeting.

Urban Initiatives delivered the presentation they made at the interview stage. It was noted that suggestions in it were very high level, and had not been the subject of consultation or any form of formal assessment.

It was noted that neighbouring parishes would be invited to comment on the Northern Sevenoaks Masterplan alongside other stakeholders in the process.

It was envisaged that there would be a stakeholder workshop in December which would be open to relevant organisations.

5. 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 unless otherwise noted.

All of these meetings are open to the general public who are encouraged to attend.

16th January 2017

27th February 2017

10th April 2017

22nd May 2017

Meeting concluded at: 6:57pm