

Sevenoaks Town Neighbourhood Plan

Steering Committee Meeting

(Open to members of the public)

Monday 31st July 2017 – 6pm

Sevenoaks Town Council Chamber, Bradbourne Vale Road, TN13 3QG

Committee Members

Sevenoaks Town Council	1	Chairman of Planning
Sevenoaks Town Council	2	Chairman of F&GP
Sevenoaks Town Council	3	Chair / Vice Chair of OSL
Kent County Council	1	Cllr Crabtree
Sevenoaks District Council	1	Cllr Hogarth
Chamber of Commerce	1	Elizabeth Dolding
Sevenoaks Town Partnership	1	Cllr Avril Hunter
Sevenoaks Society	1	Roger Walshe
Sevenoaks District Seniors Action Forum	1	Cllr Marilyn Canet
Sevenoaks Youth Council	1	Vacant
Specialised professionals / parishioners	1	Glenn Ball
Specialised professionals / parishioners	2	Cllr Purves (Hollybush)
Specialised professionals / parishioners	3	Geoff Brown (St Johns)
Specialised professionals / parishioners	4	Byron Brown (Bradbourne)
Specialised professionals / parishioners	5	Rep. Wilderness Residents Association
Specialised professionals / parishioners	6	Sarah Williams RIBA Advisor

Agenda

Apologies for absence

1. **Declarations of interest**
2. **Minutes of the previous meeting held 3rd July 2017 (copy attached)**
3. **Sevenoaks Northern Masterplan**
 - (a) To receive and consider the initial summary of public responses to the Northern Sevenoaks Masterplan consultation (To be tabled at the meeting)
 - (b) To receive and note arrangements for further publication relating to the Northern Sevenoaks Masterplan Consultation process
 - (c)
4. **Dates of future meetings**

To note that future meetings of the Steering Committee will be on a Monday evening at 6.00 p.m. prior to the Town Council's Planning Committee meeting which commences promptly at 7pm, all steering committee meetings will therefore have to conclude by at least 6:55pm.

Meetings will take place on:

25th September 2017; 20th November 2017; 15th January 2018; 26th March 2018; 4th June 2018.

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Minutes of the Sevenoaks Town Neighbourhood Development Plan Steering Committee
meeting held on the 3rd July 2017, 6pm, Sevenoaks Town Council Offices

In attendance: Cllr Piper (Chairman), Cllr Parry, Cllr Purves, Cllr Walshe, Cllr Hunter, Cllr Clayton, Cllr Hogarth, Sarah Williams, Roger Walshe, Linda Larter, Hugh D'Alton, 1 member of public.

Apologies: Cllrs Canet, Raikes, Eyre, and Crabtree

1. Declarations of Interest

None

2. Minutes of the previous meeting

The minutes of the meeting held on the 22nd May 2017 were received and approved.

3. Neighbouring Parishes

(a) The Committee received and considered notes of a meeting between Sevenoaks Town Council and Neighbouring Parish Council's to discuss concerns raised with regards to the Masterplan and Sevenoaks Town Neighbourhood Development Plan.

Some Committee members expressed concern that a separate meeting had been arranged with Neighbouring Parish Councils had been arranged without Steering Committee members being invited.

(b) The Committee received and considered letters from Neighbouring Parish Council's which included the request to form a separate group/committee for Neighbouring Parish Council's to discuss the Neighbourhood Plan.

It was resolved that while the Steering Committee valued the input of all stakeholders, it did not believe the formation of a separate group/committee was compatible with the democratic nature of developing a Neighbourhood Plan. The Committee therefore resolved to invite members of neighbouring parish council's to meetings of the Steering Committee where they could air their concerns in an open and democratic manner, ensuring that Sevenoaks Town residents and stakeholders are aware of their concerns when making future decisions relating to the plan.

4. Arts Quarter

The Committee received and noted the minutes of the inaugural arts quarter meeting held on the 13th July 2017.

5. Neighbourhood Plan timetable

The Committee received and noted the revised Neighbourhood Plan timetable.

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 unless otherwise noted.

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

31st July 2017 (results of the Masterplan survey were planned to be on agenda)
25th September 2017;
20th November 2017;
15th January 2018;
26th March 2018;
4th June 2018.

Meeting concluded at 7:02 pm