

**Boughton and Dunkirk Neighbourhood Plan**  
**Minutes of meeting held at Boughton Library on**  
**2 October 2013 at 7.30pm**

**Present:**

Parish Councils: Terry Fitchett, John Peto, Jeff Tutt, Anne Williams  
Swale Borough Council: Claire Dethier  
Community: Doreen Blow, Carol Orritt, Hannah Edge, Annette Garner, Kate Gooding,  
Peter & Dawn Maton, Roy Freeman  
Secretary: Louise Blackshaw

**Apologies:**

Julian Owen, Jo & Peter Williams, Jean Gray, Mike Sixsmith,  
Ron & Gretha Moss  
David Edwards (withdrawn)

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The previous meeting had agreed that 4 working groups be set up which would collate the basic information needed to form the foundation of the Plan. These groups were:

Environment  
Economy  
Social & Community  
Transport & Access

Since the last meeting John, Jeff and Terry had put together a worksheet for each group. These sheets highlight the key areas each group needs to look at and what data needs to be gathered. These however are a starting point and can be changed/added to etc by the groups once they start working on them. The worksheets have been reviewed by Swale Borough Council to ensure that we are on the right track.

There will be an overlap on certain issues which will mean that the four groups will need to liaise and share their expertise and knowledge.

Where possible data can be gathered from sources already available - Census, Swale Borough Council (e.g. housing surveys), Kent County Council (e.g. traffic flow studies). A recent parish church study may also provide useful information.

Claire Dethier (Swale Borough Council) and Jeff Tutt explained how the Plan will sit alongside Swale Borough Council's Local Plan but would be more specific to our neighbourhood. This will be a legal document which will need to be taken into consideration when any planning (or other) issues are proposed by Swale BC in the future. The plan can be as small or as large as we like, the key thing is that it relates to issues which we feel are important within the community. It is a 5 year plan which would be reviewed/updated after 3/4 years. 2015 is the proposed date for the referendum.

There are other Neighbourhood Plans available on line to view however as each plan is individual to a community, it is difficult to look at an example which would replicate what Boughton & Dunkirk need. However they are useful to look at to get an idea of what other communities have put together.

There was concern over lack of interest and it was felt that there were people who weren't yet aware of the initiative. It was felt that communication needs to be looked at to ensure we are reaching as many as possible and any future communications by whatever means – e-mail, leaflets, website – should be as eye catching as possible.

We are still early days and once working groups start meeting and going out into the community then it is hoped that word will spread and people will be encouraged to get involved.

Those who had not previously been allocated into a group expressed their particular interests and which group they could join. Any new members are encouraged to join a group and there is nothing to stop someone swapping groups if they feel they can provide better input elsewhere.

An updated working group list is attached to these minutes.

### **Conclusions and Actions**

- Working groups to get together over the next couple of weeks and report back to the next meeting with a review on how they have got on. The worksheets for each group were handed out to each working group.

**Date of Next Meeting** – 23 October 7.30pm at Boughton Library