

Boughton and Dunkirk Neighbourhood Plan
Minutes of meeting held on
11 November 2013 at 7.30pm

Present: Terry Fitchett, John Peto, Jeff Tutt, Roy Freeman
Claire Dethier (Swale Borough Council)
Louise Blackshaw (Secretary)

1. Constitution

John Peto had previously circulated a proposed Constitution. It was proposed and agreed that the Constitution be adopted in principle subject to Claire Dethier checking through it. Membership of the Executive Board and appointment of a Treasurer needs to be agreed.

2. Bank Account & Funding

It was agreed that a bank account is to be set up. It is to be a cheque account with two signatories required to sign cheques. Boughton Parish Council and Dunkirk Parish Council had both agreed to put £500 and £250 respectively into the Neighbourhood Plan.

Claire Dethier explained that there was unlikely to be any funding in terms of cash payments from Swale Borough Council. The funding which is identified for Neighbourhood Planning will be used for specifics, e.g officer time and advice (i.e. Claire); any consultants employed on our behalf; the Referendum.

Councillors all have a Localism budget to spend. Therefore councillors could be lobbied to get some additional funding from their budgets, however they may have several parishes to spread their funds around, so we would need to put a good case forward.

Claire said that there was due to be a Member meeting to discuss neighbourhood planning but it had been postponed.

3. Website

It had previously been agreed that a website needs to be set up. This would link to both Boughton and Dunkirk Parish Councils and also any other community websites, e.g. schools, any local societies.

Jeff Tutt had obtained a quote from namesco who is the domain host for the parish council websites. £4.99 per month + VAT. £15 + VAT for outgoing mail.

Other social media e.g. Facebook was discussed. This would reach out to a lot of people however would require regular updating with new information (which is also the case for the website). It was felt that the website needed to be up and running first, followed by other social media once there is information to communicate.

4. Update from Working Groups

Each Working Group leader gave an update on the main points which had arisen out of the meetings with their teams. There was inevitably overlap between the groups. It was agreed that the team leaders would produce a list of 8-10 main points from their groups which will be collated into one list. This would then be a core list to work from for discussion with the wider group at the next meeting, and to produce a single questionnaire to go out to households.

Claire Dithier offered to produce maps showing information which SBC held which may be useful e.g. listed buildings, TPOs, CAs.

Date of Next Meeting – meeting of the full group to take place 9 December at Dunkirk Village Hall (8pm subsequently agreed).