

Boughton and Dunkirk Neighbourhood Plan
Minutes of meeting held on
27 January 2014 at 8.00pm

Present: John Peto (Chair), Terry Fitchett, Jeff Tutt, Julian Owen, Roy Freeman,
Kate Gooding
Louise Blackshaw (Secretary)

1. Apologies

Apologies were received from: Annette Garner, David and Julie Datlen, Philip Coulson, Sandra Northend, Mike Sixsmith, Pat Goode, Anne Mullender (resigned) Claire Dethier (Swale Borough Council)

John Peto agreed to Chair the meeting and welcomed everyone.

2. Minutes of Previous Meeting and Matters Arising

The minutes of the meeting held on 9.12.13 had been previously circulated and were agreed and duly signed as an accurate record.

The minutes to be published on Facebook page and both Boughton and Dunkirk Parish Council websites.

Jeff Tutt to discuss progress on website with Claire Dethier.

3. Constitution

It was recommended that the amended Constitution be approved at the next meeting when sufficient members are present to be quorate.

4. Appointment of Treasurer

Unfortunately the person interested in taking this role on was unable to be present at the meeting. It was agreed to offer her the position.

5. ACRE Survey

Swale had agreed to fund a housing survey for Dunkirk undertaken by ACRE (similar to the survey undertaken in Boughton two years ago). A copy of the questionnaire was tabled. There is an opportunity to include an additional page of questions which we could devise and John Peto circulated suggested questions for this additional page. There was some discussion on the benefits of undertaking this survey.

It was agreed to go ahead with the housing survey for Dunkirk with the additional page of questions. The final version of the additional questions to be agreed by the end of the week. These questions will subsequently be sent to Boughton residents along with the Neighbourhood Plan survey.

6. Update from Working Groups – key issues for inclusion in the questionnaire

Each working group had produced a list of key questions for the Neighbourhood Plan questionnaire. There was inevitably some overlap between groups. Some example questionnaires produced by other communities were circulated. Jeff Tutt agreed to formulate a first draft questionnaire collating the four working group lists.

There was discussion on the method of how the questionnaire would be undertaken and was felt that a combination of both paper format and online versions needs to be produced. This will need to be looked at in more detail to ensure it is managed well to capture opinions from a wide range within the community and taking into account any data protection legislation.

7. Planning Camp

Eden Project Communities are running two Planning Camps in 2014. They are networking and training events looking at how to lead and engage local communities in neighbourhood plans. The dates are 23-25 March (York) and 3-5 April (Oxford). They are free of charge (excluding travel) for two people from each group. It was agreed that it would be useful to attend. The Secretary to find out whether there are spaces available and e-mail the group to see whether anyone is interested in attending.

8. Any Other Business

8.1 Maps

Jeff Tutt circulated copies of A2 maps provided by SBC showing Conservation areas and Listed Buildings in both Boughton and Dunkirk.

The meeting closed at 10.05pm

Date of Next Meeting – meeting of the group to take place 25 February 8pm at Boughton Library