

Boughton and Dunkirk Neighbourhood Plan
Minutes of meeting held on
8 September 2014 at 8.00pm

Present: Jeff Tutt (Chair), John Peto, Terry Fitchett, Frances Holliday, Kate Gooding, Julie Datlen, Peter Maton, Heather Chaplin, Annette Garner, Jane Owens, Claire Dethier (SBC)

1. Apologies

Apologies were received from: Pat Goode, Mike Sixsmith, Louise Blackshaw, Julian Owen, Peter Williams, Philip Coulson, Dawn Maton

Jeff Tutt agreed to Chair the meeting and welcomed everyone.

In the unavoidable absence of Louise Blackshaw notes for the Minutes were taken by John Peto.

2. Minutes of Previous Meeting and Matters Arising

The minutes of the meeting held on 13th August 2014 had been previously circulated and were agreed with the amendment that Peter Williams was not present at the meeting and had been shown in error as not having sent apologies. The minutes were then signed as an accurate record

3. Housing Needs Survey

We have finalised our draft of the survey but cannot get it printed and distributed to residents until it has been cleared by Becky, the Housing Officer at Swale. We also have to get quotes for printing 1600 copies and reply-paid envelopes. We are to approach Swale to get a price from their 'in house' printer which may be cheaper.

4. Summaries of Responses from Questionnaires

Too few people had printed these off and looked at them properly to make any real comment on them, however we thanked Jeff and Trish for once more going through the onerous task of collating and condensing the mass of replies. Their format will make the final analysis much easier.

5. Timeline

This has been accepted but is already showing slippage as we have to wait for the return of Becky from holiday to approve the Housing Needs Survey.

6. Appointment of Professional Support

Jeff was pleased to report that having asked three possible candidates to apply, one had responded promptly, wishing to be considered, one had declined and the third had an 'Out of Office' reply as they were away on holiday. It was agreed that we extend the deadline beyond the 15th September to allow our late-applicant time to respond.

7. Finance

Julie Datlen reported that we have £7,316.64 in the bank after paying John Peto £43.59 in expenses. Jeff is also applying for more grant money to help with professional support and the expiry date for returning unspent monies has now been extended into 2015. He also thanked Claire for her support in applying for Locality monies.

8. Any Other Business

Between Annette, Jeff, Heather and Jane the following were discussed and considered:

We need to be talking to and working with landowners to identify sites for commercial or housing development. We need to define our own criteria for parking spaces. There is potential for a small commercial development and a secure car park in Brenley Lane. We should set employment targets for any commercial development. Adopting a 'nodular' approach to small developments off larger roads. New village signs that inform.

9. Date of Next Meeting will be Monday 13th October, 8pm, The Queens Head