

Boughton and Dunkirk Neighbourhood Plan
Minutes of meeting held on
23 October 2014 at 8.00pm

Present: Jeff Tutt (Chair), John Peto, Julian Owen, Pat Goode, Louise Blackshaw (Secretary)

1. Apologies

Apologies were received from: Peter Williams, Terry Fitchett, Philip Coulson, David Datlen, Julie Datlen, Kate Gooding, Mike Sixsmith, Annette Garner, Roy Freeman, Claire Dethier

Jeff Tutt agreed to Chair the meeting and welcomed everyone.

2. Minutes of Previous Meeting and Matters Arising

The minutes of the meeting held on 10.10.14 had been previously circulated and were agreed and signed as an accurate record.

3. Housing Needs Survey

The survey has now been distributed to all households, the deadline for return is 8 November. Frances Holliday has agreed to collate the information.

4. Professional Advice

Planning consultant

A meeting had taken place today with Catherine Hughes which discussed her initial ideas. She is drawing up a framework of tasks she will undertake to fit in with the budget available. The next meeting with Catherine is 18 November.

Direct Support from Locality and Planning Aid England

Stella Scrivener will provide planning advice and support for 9 months until June 2015. She will work alongside Catherine Hughes. Catherine and Stella will meet to agree who will work on which tasks to ensure they do not overlap. In addition, Planning Aid England will provide assistance with engaging the Gypsy and Traveller community as part of the plan preparation.

5. Timeline

The timeline will be revised following today's meeting with Catherine and reissued.

6. Fund Raising

Ideas for fundraising were discussed which will be needed to supplement the grant funding. Jeff Tutt has written to the Lottery. He will also complete the application for grant funding from Andrew Bowles' Locality budget available for community schemes (presentation to be made 8 November). Local fund raising within the community, e.g. wine & wisdom evening, to also be considered.

7. Publicity

Need to look at attending local community events to raise awareness of the neighbourhood plan. List of bookings for both Boughton and Dunkirk Village Halls to be used as a starting point. Other community groups e.g. PTA, bowls club etc to also be approached.

Once a draft plan is available, holding roadshows in both village halls to display visual material and answer questions to be arranged.

Swale Borough Council service to design and print newsletters for parish councils may prove useful – LB to enquire.

8. Finance

There had been no expenditure or income since the last meeting. The following invoices were authorised for payment: £13.08 (rubber stamp for housing survey), £38.97 (envelopes for housing survey)

9. Any Other Business

Areas for development – an initial map with areas plotted where permission for development has been refused had been produced. Further areas not suitable for development to be added.

10. Date of Next meeting

The next meeting to be held on Monday 24 November, 7pm at the Dunkirk Village Hall. Stella Scrivener, the consultant from Locality/Planning Aid England to attend.