

Boughton and Dunkirk Neighbourhood Plan
Minutes of meeting held on
16 December 2014 at 8.00pm

Present: Jeff Tutt (Chair), John Peto, Terry Fitchett, Julian Owen, Frances Holliday, Peter Williams, Kate Gooding, Jane Owens, Jonathan Harris, Pat Goode, Dawn Maton, Julie Datlen, David Datlen, Claire Dethier (SBC), Louise Blackshaw (Secretary)

1. **Apologies:** Apologies were received from: Annette Garner, Mike Sixsmith

2. **Minutes of Previous Meeting and Matters Arising**

The minutes of the meeting held on 24.11.14 had been previously circulated and were agreed and signed as an accurate record.

3. **Update from Planning Consultants**

Catherine Hughes had produced a position note which has been posted on the website. It gives an overview of the outcomes of the questionnaire and how this will start to shape the plan going forward.

The conservation team at SBC had agreed that they will undertake a Conservation Area Appraisal of The Street/Boughton. Contact has also been made with the Public Rights of Way officer regarding footpaths and walking routes in the area.

Housing Needs Survey – Frances had undertaken the initial analysis which Catherine Hughes is currently looking through.

Traffic Survey – John Peto had agreed to undertake the survey at different times of the day and night. Any volunteers welcome to join him.

Local Community Organisations - Peter Williams is contacting local organisations who meet in the two parishes with an agreed summary of questions to ask.

Crime – there has been an increase in crime in the area which is of concern. A new PCSO has been appointed who will be in liaison via the parish councils. In addition new Neighbourhood Watch schemes are being set up in Dunkirk who will liaise with the schemes already in place in Boughton.

4. **Workshops**

Site Allocation and Site Assessment Workshop has been confirmed for 17 January. Stella Scrivener will be giving advice at the workshop on details to look at and questions to ask. She has produced a worksheet which shows detail of what information is needed for each potential site. Site visits will also be included in the workshop, visiting a site which has been approved for development, one which has been refused and one other.

Workshop on Policy Writing to be arranged for February (again Stella will be assisting in this).

5. **Potential Sites for Development**

It was agreed that before approaching landowners that it is essential to have been advised on the correct wording and terminology to use as the majority of the group do not have professional planning training and would not want to give landowners the wrong information.

Discussion took place on how we would go about a search for potential sites. Claire Dethier advised on how SBC undertake this.

The maps showing sites which can be excluded to be updated and circulated.

6. Timeline

The latest timeline was circulated.

Facebook – Jane Owens volunteered to set this up.

Community events – need to attend these where possible. Jeff, John & Terry attended the recent village fayre and had some interest in the neighbourhood plan.

G&T community – part of the support received from Planning Aid England includes advice on communicating and consulting with the Gypsy & Traveller Community. Awaiting contact from the person who will be giving this support.

7. Finance

Bank Statement

Julie Datlen gave an update on the funds in the bank account. Expenditure had been mainly the fees for the planning consultant.

Grants and Other Funding

An application for a bridging grant for an additional £520 will be submitted to Community Development Foundation (this takes us to the maximum of £7000 available until 31/3/15).

At the moment it is not known what funding is available from April 2015 onwards. Additional funding is needed from as many sources as possible to enable the NP to be completed.

It was suggested writing to the local MP stating that central government funding is not filtering down to support the NP. The government and borough councils are encouraging parishes to develop their own neighbourhood plans but are not providing the level of funding needed. At each stage of the NP the borough council receive a tranche of money, however SBC had decided that they would support NPs in other ways (e.g. officer time) rather than passing the money straight on.

Jeff Tutt had been in contact with Jerry Lewin who had advised that loan money from SBC against S106 agreements may be available. This would be paid and loaned to the parish councils. The details of this were unclear – Jeff Tutt and Claire Dethier to speak to Jerry Lewin to get clarification in writing.

Fundraising

Fundraising currently needs a leader. A Wine & Wisdom evening to be arranged in February. Other fundraising ideas were suggested including an Open Garden event.

8. Correspondence

None.

9. AOB

Prize draw – one of the winners had resubmitted his prize. A second name was drawn – JK Darling was the lucky winner.

Swale Borough Council Local Plan - consultation commences 19 December. There is not much change from the previous version, but open to all for consultation (via the SBC website). Comments will be summarised and sent to the Inspector.

Julie & David Datlen were thanked for their kind hospitality in hosting the meeting at their home, along with the refreshments and very tasty chocolate brownies!

10. Date of next meeting

17 January, 10am-5pm	Site Assessment and Site Allocation Workshop
20 January, 8pm	Neighbourhood Plan monthly meeting