

**Boughton and Dunkirk Neighbourhood Plan
Minutes of a Meeting Held on
24th June 2015 at 8pm.**

Present: Jeff Tutt (Chair), Terry Fitchett, Annette Garner, Kate Gooding, Alfred Gracey, Jonathan Harris, Frances Holliday, Julian Owen, Jane Owens, John Peto (locum Secretary); Julie Davis was present as the new representative from Swale to replace Clare Dethier.

Apologies:

Apologies were received from Louise Blackshaw, Julie Datlen, Pat Goode and Peter Williams.

Jeff Tutt chaired the meeting and welcomed everyone. He introduced Julie Davis as our new representative from Swale BC; she replaces Clare Dethier who has been with us for the last two years. He also welcomed Alfred Gracey as a new member of our group.

Minutes of the Previous Meeting and Matters Arising:

The Minutes of the meeting held on 20th May were accepted and signed as being an accurate record.

Site Selection Assessments:

Catherine is concerned that we still await the report on the Housing Needs Assessment from Swale- it is still awaited from last year. Julie Davis was advised of this for the first time when we first met her yesterday (23rd June) and will follow this up asap. Delays are very important to us as much of our funding is time-limited and must be spent before certain dates or we lose it. Julie is aware of this time constraint.

Character and Conservation Area Assessments:

Peter Bell from Swale has just sent a confidential first draft of the new Conservation Area Assessment for Boughton Street. This is for our comment and inclusion of material from our Character Assessments. Julian thought that the first draft was very general and failed to say much about how the buildings on The Street fit into our assessments of sites adjacent to The Street. He felt it needs to be tightened up to include our sites and that Peter Bell should meet with our Catherine to discuss it jointly. Julian forwarded some notes to Jeff that he had made after looking at the draft document; Jeff will pass these to Peter Bell.

The Character Assessments that we have done are rather 'light'. Some areas have only been looked at once by either a single member or pair from our group. The Northern Fruit Belt and the older part of The Street have been well reported, but The 1960s part of Boughton, Dunkirk Village, Blean Woods West, the A2 fringe behind The Queens Head down to Stockers Hill alongside the bypass (Kate is doing this), Boughton Church and Boughton Northern Fringe need second appraisals. This MUST be done by the end of the SECOND WEEK IN JULY. Dawn considered looking at the Blean Woods West area, but it is better done by two people as it covers such a large area.

Traffic and Parking:

Frances and Jonathan had prepared a draft document and questionnaire about parking and traffic in The Street. This split The Street into four sections, each having its own characteristics of width, parking spaces, housing density and perceived problems. We need to accurately plot the number of available parking spaces on the road before we go any further. There followed a lengthy discussion about who we include in the questionnaire and when we distribute it. This is because the closure of the Post Office by the end of August and its transfer to Woods Garage may well alter the pattern of parking and short-stay stopping in The Street. Also there is a very good case for asking residents of the more congested parts of The Street (Colonels Lane to Stockers Hill and the side roads) for their views, but most of the community drive through and sometimes stop in The Street for various reasons and so their opinions are equally valid. It was suggested that we had to decide whether it is a parking problem or a traffic flow problem. The consensus was that questionnaires 'before' and 'after' the move of the Post Office was too much for us to cope with. As to whom we asked, that was not resolved and awaits the definitive questionnaire before we decide. Frances needs input from us all with questions and suggestions for the questionnaire. Terry suggested on simple one, when you

normally leave the village do you go East (Canterbury for the geographically challenged) or West (Brenley, Faversham etc). Jeff suggested that we ask KCC for a traffic survey on The Street to see how many vehicle movements there are each way and each day. This is to be followed up asap.

Updates From Planning Consultants:

We have all been holding back awaiting more information, but we must now start to write our first drafts of policies. These can be loosely based on those from the draft Wye Neighbourhood Plan submission. We must include the three sites identified by Swale in their Bearing Fruits LP document. We now have to do a lot more as we cannot afford much more time from Catherine at this stage; she is not freely available we need to keep some of her hours for later review of our final policies. Jeff has the list of topics to be covered, Jonathan and Frances will go through the list to finalise it and then circulate it to all of us. After that we need volunteers to take on specific policies and write a first draft.

Timeline:

The locum Secretary has one word beside this topic: "Flexible". However, I am delighted that I can now add that Jonathan and Alfred offered to work on this, something that I failed to note on the night.

Finance:

In the absence of Julie, who is unwell, Jeff advised us of the current bank balance of £8739.13 and the dates by which money must (or may not) be spent. We have £2000 from KCC that is possibly only available until the end of this year, but £6000 from Groundworks *must* be spent by December 2015. So far we have only spent £603.26 from this money but doubtless there are invoices due....

Correspondence:

None is known of, but Julie Davis is working her way through the multitude of emails concerning the NP to and from James Freeman at Swale.

Any Other Business:

Jeff to say that he had been to Swale to ask if they had any data on any outstanding or proposed commercial developments in the Parishes. Is there any suggestion that some sort of clerical, administrative or accountancy support would be useful to local enterprises? Is that something that we could promote or ensure that there is provision to make adequate facilities available in the community. Julie Davis will also see what she can discover from Swale. JP is to draft a questionnaire to go out to all businesses, large and small (including one that is reportedly about to start up), that have premises in the two parishes. Jeff has also asked Andrew Bowles for any help in discovering future KCC plans for education and the local CCG for improvement to medical facilities in Boughton and Dunkirk.

Jeff also reported that he and Trish had talked to years 4, 5 and 6 at Boughton and Dunkirk School about the Neighbourhood Plan. The response from the children was excellent and each year has a different project to complete by 12th July with a £10 prize for the winner and £5 for the runner-up in each class. It was heartening to hear that the youngsters were so enthusiastic about the subject. The school also did a BBC Doomsday Project in 1986 and we are hoping that they will do something similar in 2016.

Julie Davis told us that the Swale Local Plan has been submitted for inspection but that the pre-inquiry meeting has now been deferred until mid-November. This is to allow Swale time to collect and present more data to defend the housing target that was democratically decided by Councillors. Frances has new posters for the NP 'clinics' at various locations around the community in July and August. She has set 12th August for a table outside of St Barnabas, a place that has a lot of passing residents during the day and may well get a good response.

Jane reminded us that she had negotiated a donation to the NP of £1 for every hanging basket bought at Mays Nursery in Courtenay Rd- you have to mention the NP when you buy it.

Dawn suggested that it would be helpful if we circulated a list of outstanding jobs with a breakdown of what they entail to then encourage more volunteers to come forward.

The meeting closed at about 9.30ish and the next meeting is on

Wednesday 15th July, 8pm at The Queens Head.

