

**NEIGHBOURHOOD PLAN STEERING GROUP**  
**Minutes of meeting held on 8<sup>th</sup> January 2024 at 2.00pm**  
**at Jim Cowell's Home**

**1. PRESENT** Chris Alford (Chairman), Gary Andrews, Jim Colwell, Stephanie Cassidy, David Conroy, Stephen Goss, Gerald Cramp, Mark Heeley and Ian Ross.

**2. APOLOGIES FOR ABSENCE** Apologies were received from Glenn Back and Tracy Longley

**3. DECLARATIONS OF INTEREST**

There were no declarations.

**4. CONSULTATION WITH RESIDENTS**

Members reviewed Tracy's report on the results from the consultation in October and November which showed that there had been over 550 completed returns with 98% supporting the protection of the Green Belt around the Village. A full copy of the analysis is attached as Appendix A.

**RESOLVED that (i) the list at Appendix A be approved and included in the Neighbourhood Plan Website and (ii) details be included in the next publication of the Parish Newsletter.**

**5. HOUSING NEEDS SURVEY**

Gary reported that the initial postcard had been sent to all parish residents for them to make a return if they are elderly and wish to downsize their home or require help to be located in an affordable home. The returns would be analysed by the Housing Charity Contractor and reported to the Steering Group by the beginning of March.

**6. SURVEY OF BUSINESSES IN THE PARISH.**

Gary reported that he had produced a final list of businesses in the Parish and he intended to personally deliver the survey document shortly.

**7. SEVENOAKS DRAFT LOCAL PLAN**

Members reviewed The Planning Consultant's draft report for submission of the Parish Council's comments on the Draft Plan. The Group welcomed the report which they felt outlined the Council's views very well and required a few small amendments and typo corrections. With regard to the Consultant's recommendation to lodge an objection to the development of an area of land in Manor Lane, at the rear properties in Manor Drive, Members felt that it was not appropriate to refer to alternative arrangements for the land and this should be removed.

**RESOLVED that these views be presented at the Parish Council Meeting that evening and the amended report be recommended as the Council's official comments to the Draft Local Plan**

**8. Date of next meeting**

The next meeting will be held on Wednesday 13 March 2024 at 2pm in the Library.

This meeting will consider the next phase of the consultations including arrangement for 2 pop in sessions.

The meeting ended at 4.10pm