

NEIGHBOURHOOD PLAN STEERING GROUP
Minutes of meeting held on 15th May 2024 at 2.00pm
at Hartley Library

1. PRESENT Chris Alford (Chairman), Glenn Back, Jim Colwell, David Conroy, Tracy Longley, Mark Heeley and Ian Ross.

2. APOLOGIES FOR ABSENCE Apologies were received from Gary Andrews, Stephanie Cassidy, Gerald Cramp, Stephen Goss and Perry Cole

3. DECLARATIONS OF INTEREST

There were no declarations.

4. MINUTES OF MEETING HELD ON 10th April 2024

Resolved that the minutes be approved and signed as a correct record.

5. REVIEW OF THE PUBLIC DROP IN SESSIONS ON 17TH AND 20TH APRIL 2024 AT THE CHURCH CENTRE, ASH ROAD.

Members felt that the arrangements has been well supported and that approximately 100 residents had visited over the two days. Most of the residents had spent between 20 and 30 minutes at the Sessions and a good number had completed the survey sheets which were handed out. On the main policies concerning the protection of the Green Belt the surveys showed 99% support. The Local Green Spaces, Protection of Heritage assets and Community Assets had each been supported by 100%.

It was AGREED that the additional comments on the returns must be reviewed and an analysis of the completed questionnaires be posted on the website.

6. OUTSTANDING CONSULTATIONS.

(a) Housing Needs Survey

This Survey had been completed and the report on the findings had been received. It showed 9 residents seeking Affordable Housing and 11 Social Housing. Reference was made to the Draft Sevenoaks Plan policy to require a certain level of Affordable Housing in any approved development and on the Social Housing Need this was a matter for the District Council/ Housing Associations who provide and allocate to such housing.

RESOLVED that the Survey should be sent to the District Council for advice as to future action and a copy be posted on the website. Also that the NP policies HBE2 and HBE3 will be amended to reflect the outcome of the survey.

(b) Business Survey

Tracy presented a report on the results of the Survey. It had been completed by 9 local businesses and broadly speaking the firms concerned were happy located in Hartley and wish to remain without any requirement for expansion.

RESOLVED that NP policy CA1 should be developed to protect the businesses on their present sites and results of the survey be posted on the website.

7. COMPLETION OF DRAFT PLAN

Chris reminded the Group of the decision to engage a Planning Consultant to undertake a Health Check, hopefully in October and that he had made arrangements for this to be undertaken by a firm called Intelligent Plans who had been recommended by Tony Fullwood. In the meantime the Group should undertake a full review of the draft Plan together with arrangements to prepare the supporting evidence at its next meeting.

In view of the complexities in the production of the Neighbourhood Plan document (ie including plans, photographs, supporting evidence, etc) it was felt that funding should be made available to appoint an IT expert to produce the document.

It was AGREED to review the draft plan and to fund an appropriate person to produce the Neighbourhood Plan document.

8. FAWKHAM AND HARTLEY FETE

Chris reminded the Group that an item in the Fete's program had been sponsored.

RESOLVED that in view of the positive responses from the Fete in previous years, the Group will host a stall at the Fete and Gerald and Stephanie be asked to represent the Group.

9. LOCALITY WEBINAIR

Mark provided a brief report on the Locality webinar as follows:

- Confirmation that the Government have agreed to fund Neighbourhood Plans this financial year.
- Design Codes are not a requirement of NPs. However within the levelling up and regeneration plans, all District Councils are obliged to produce a Design Code for their area. Mark will check if SDC are doing. Our Design Code cannot conflict with the SDC's Code.
- New Design Code guidelines have been issued but it was confirmed that no changes are required to existing Design Codes.

10. ANY OTHER BUSINESS

The Steering Group wished to congratulate Chris on the award presented by the Kent Association of Local Councils for 23 years' service to the local community.

11. NEXT MEETING

Resolved that the next meeting of the Group be held on 4th July at 2pm at Jim Cowell's home at "The Firs" in Fairby Lane. Hartley

The meeting ended at 3.15 pm