

Neighbourhood Plan Steering Group

Minutes of meeting held on 4th July 2024 at 2pm at The Firs, Fairby Lane, Hartley

1. **Present:** Mark Heeley, Ian Ross, Glenn Back, Jim Colwell, Gerald Cramp and David Conroy.

Apologies for absence: Gary Andrews, Tracy Longley and Chris Alford (although he attended by telephone later in the meeting with regard to paragraphs 5-7 of the Agenda).

2. **Declarations of Interest** – there were none.
3. **Minutes of Meeting of 15th May 2024-** these were approved.
4. **Fawkham and Hartley Fete** – Gerald Cramp reported that we had taken a half page in the Programme and that our attendance was fairly successful. He, and Stephanie Cassidy manned our stall which had a selection of boards and material from our drop in session. It was busy and they received several questions from the public and our “presence” was made known.
5. **Review of Draft Plan** – After some discussion it was decided to follow Mark Heeley’s suggested structure framework for preparing policies and members were allocated a policy to draft as follows:-
 - Policy 1 - Natural environment and biodiversity – Mark Heeley
 - Policy 2 - Green Belt – Mark Heeley
 - Policy 3 - Countryside and Landscape – Ian Ross
 - Policy 4 - Housing development and the built environment – Glenn Back
 - Policy 5 - Open spaces, local green spaces, sports and recreation – Jim Colwell
 - Policy 6 – Heritage and historic environment – Gerald Cramp
 - Policy 7 – Footpaths – David Conroy
 - Policy 8 - Community assets – Chris Alford
 - Policy 9 – Business and employment – Gary Andrews
6. **Health Check** – Chris Alford is to investigate instructing “Locality” to prepare this as there may be no charge, and not to proceed with “Intelligent Plans” whose charges are £1500.00 plus VAT. It was felt that no contract exists with “Intelligent Plans”.
7. **Strategic Environment Assessment** – It was discussed whether this was necessary and decided that this should be discussed with Sevenoaks Council.

8. **Fawkham Parish Council Neighbourhood Plan** – The wording of the response of the Group and Hartley Parish Council's responses to the Regulation 16 Consultation were approved and Ian Ross was to arrange for the Parish Council to send these to Sevenoaks Council showing they fully supported Fawkham's Plan.
9. **AOB** – It was decided that Gary Andrews' report should be the basis for the Local Economic review in the plan as he has done a lot of work on this.
10. **Next Meeting** – 6th August @2pm at The Firs, Fairby Lane, Hartley.

The meeting closed at 3.15pm