

## NEIGHBOURHOOD PLAN STEERING GROUP

### Minutes of meeting held on 4<sup>th</sup> June 2025 at 2.00pm at The Library, Ash Road, Hartley

#### 1. PRESENT

Chris Alford (Chairman) Gary Andrews, Stephanie Cassidy, Tracy Longley, Glenn Back, Jim Colwell and Mark Heeley

#### 2. APOLOGIES FOR ABSENCE

Stephen Goss, David Conroy, Gerald Cramp and Ian Ross

#### 3. DECLARATIONS OF INTEREST

None declared

#### 4. MINUTES OF MEETING HELD ON 12<sup>th</sup> MARCH 2025

- a) It was agreed not to proceed with the vehicle count in Ash Road.
- b) Jim agreed to investigate with the Parish Council whether the camera outside the Black Lion can be updated.
- c) At the meeting with SDC, the issue of the settlement hierarchy was raised but there has been no response as yet.

**Resolved** that the minutes of the meeting be approved and adopted.

#### 5. MEETING WITH SEVENOAKS DISTRICT COUNCIL

SDC provided information on how to obtain maps for the Plan. Once the wording of the Plan has been agreed by the Group, a full list of required maps will be produced and further contact made with SDC. SDC advised that a separate form for the biodiversity map is required. ***Chris to contact SDC for the form.***

As a result of this meeting and following discussion on Regulation 14, a new timetable has been produced which resulted in the adoption of the Plan in Autumn 2027.

#### 6. REVIEW OF ACTION LIST FOR THE DRAFT PLAN

##### Updating the Plan

The next meeting of the sub-group working on the draft Plan is 1pm on 10<sup>th</sup> June.

##### Vision of the Plan

It was decided not to arrange a workshop with residents on the drafting of this section but that Mark will draft and include in the next Council Newsletter asking for comments.

##### Public Rights of Way

The paper produced by David was discussed and agreed that appropriate wording is to be included in the Aspirations section of the Plan and Policy ENV1.

##### Solar Farms

It was agreed to add wording to the Plan's Policies regarding water contamination and development in ground water source protection zones. ***Derek to advise if the Plan should specifically mention solar farms.***

### **Local Green Spaces**

A final version of the wording is to be completed by end of June 2025 and circulated for review at the next meeting of this Group. ***Tracy will contact the Parish Office and SDC for information on land owners and draft letter to all owners advising of the inclusion of their land with the Local Green Spaces of the Plan.***

### **Contribution from Children**

It was agreed that an event should be arranged with children of the Parish to obtain their views. ***Stephanie agreed to arrange with the local schools and Mark will arrange with the scouts.***

### **Timetable**

End June - complete drafting of Plan

Beginning July – final comments from Steering Group

Mid July – send Plan to Derek

30<sup>th</sup> July – meet with Derek

## **7. REGULATION 14 CONSULTATION DOCUMENT**

A draft document has been produced by Mark and Glenn who advised that the majority of the Plan should be complete before the consultation process can be launched. Once launched, it will not be possible to amend the Plan other than with changes required from responses received. It will be necessary to produce an audit trail of all responses and then reply to all those responses.

## **8. ANY OTHER BUSINESS**

Village Fete – Stephanie agreed to arrange a stall for the fete on 21<sup>st</sup> June. Gary and Mark will provide appropriate papers for display.

SDC land – Glenn circulated a SDC document noting areas of land within Hartley owned by SDC which could be sold.

## **9. DATE OF NEXT MEETING**

The next meeting will be held on at 2pm on Thursday 3<sup>rd</sup> July at Jim Colwell's home, The Firs, Fairby Lane, Hartley.

The meeting ended at 4.00pm.