

## **NEIGHBOURHOOD PLAN STEERING GROUP**

### **Minutes of meeting held on 3rd July 2025 at 2.00pm at The Firs, Fairby Lane, DA3 8DA**

#### **1. PRESENT**

Chris Alford (Chairman), Gary Andrews, Tracy Longley, Glenn Back, Jim Colwell and Ian Ross and David Conroy

#### **2. APOLOGIES FOR ABSENCE**

Stephen Goss, Gerald Cramp, Stephanie Cassidy and Mark Heeley

#### **3. DECLARATIONS OF INTEREST**

None declared

#### **4. MINUTES OF MEETING HELD ON 4<sup>th</sup> JUNE 2025**

##### **Matters Arising**

- a) Chris to contact SDC for the form to obtain the biodiversity map.
- b) In relation to the land in Hartley which SDC has indicated is in their ownership and could be made available for sale, David confirmed that SDC has contacted the Parish Office and this matter was discussed at the last Parish Council meeting. The Council's view is that none of the land should be auctioned but retained as open space. The one concern is the plot which forms part of the Woodland recreation ground, located at the opposite end to the playground. The Council has disputed the ownership of this land with SDC and is awaiting a response. It was agreed that the land should be included within the Local Green Space map for the Woodlands recreation ground.

**Resolved** that the minutes of the meeting dated 4<sup>th</sup> June 2025 be approved and adopted.

#### **5. REVIEW OF THE DRAFT PLAN**

The latest version of the Draft Plan was reviewed page by page and Gary made the required amendments.

Chris will contact Stephen Goss to ask for assistance with drafting a wildlife and biodiversity section for each of the Local Green Spaces.

Gary will circulate the Appendices to the Draft Plan to all members for comment by 12<sup>th</sup> July, in particular with regard to ownership of the Local Green Spaces and a review of the current stated gradings (ie 0 to 5).

Gary will request comments to the Draft Plan from Gerald on his return from holiday and finalise any amendments by 9<sup>th</sup> July. The Draft Plan will then be submitted to Derek by 11<sup>th</sup> July.

#### **6. TIMELINE FOR COMPLETION OF NEIGHBOURHOOD PLAN**

It was agreed to review the proposed timeline document with Derek in view of a suggestion from Laura (Fawkham Neighbourhood Plan lead) that the timescales could be reduced. It was noted that all owners of the Local Green Spaces will need to be contacted prior to commencement of the Regulation 14 consultation.

## **7. ATTENDANCE AT FAWKHAM AND HARTLEY FETE**

Stephanie manned a stall at the fete on 21<sup>st</sup> June 2025 but due to the intense heat, the footfall and enquiries were well below that achieved at the 2024 fete.

## **8. DATE OF NEXT MEETING**

The next Steering Group meeting will be held at 2pm on Wednesday 13<sup>th</sup> August 2025. A provisional date of 2pm on Wednesday 27<sup>th</sup> August was set for the next meeting of the sub-group which is amending the Draft Plan. Both meetings to be held in the Library, Ash Road, Hartley.

The meeting ended at 4.00pm.