

MINUTES

GOUDHURST PARISH NEIGHBOURHOOD DEVELOPMENT PLAN GROUP

Steering Committee (SC) Meeting # 14

Monday November 6th 2017, 7.30 pm, Jessel Room

Present: Colin Willis (CW), Craig Broom (CB), Ed Bates (EB), Barbara Stafford (BS), Linda Hall(LH), Antony Harris (AH), Jim Boot (JB) Shiona Gardiner (SG), Guy Sutton (GS), Paul Griffin (PG), Adrian Smith (AS), Ed Bates (EB)

Apologies: Jo Hinde (JH), John Leavens (JL), Guy Sutton (GS), Richard Hillier (RH), Victoria Aldwinkle (VA)

1. Apologies

Jo Hinde (JH), John Leavens (JL), Guy Sutton (GS), Richard Hillier (RH), Victoria Aldwinkle (VA)

2. Minutes of Meeting/Matters Arising # 13 (06/11/17).

The minutes of the previous meeting were approved.

LH provided an update from the Planning Policy Committee meeting. Kelvin Hinton provided the map covering the second call for sites and options for a Garden Village which were supported by 12 members of the committee. For a garden village, the borough would have the power of compulsory purchase and the government will provide the funding for infrastructure cost. TWBC can work with other councils to develop options close to the border but Ashford have already commented that they do not wish to work on joint developments.

In meeting 12 we discussed budgets and CB confirmed that we have grant approval from Locality for £8,966. CW is preparing a budget based around our submission which will detail plans for the coming year taking us through to referendum.

The need for a Landscape Assessment was discussed and this will be addressed by the LCA group visiting sites and map key features of our landscape. EB to discuss with the LCA group.

The need for design guides was also discussed. The High Weald ANOB design guide will not be available until much later and so we will need to review options. JB/LH recommended the Oxford RTPI CB to provide link. We need to identify a group to deliver the guide and we will need to identify volunteers to support this.

3. Feedback on Workshops completed

The consensus was that the workshops had improved in terms of structure and content and AH noted that although we completed some work in the housing workshop we did not fully explore reasonable alternatives. Options were discussed to either re-run this part of the workshop or work within the steering group to understand reasonable alternatives. It was agreed we would hold a further workshop to explore more housing alternatives. The documented vision and objectives will be refined as part of the plan development process.

4. Progress of Editorial team:

SA Scoping Report

CB outlined the purpose and structure of the Sustainability Analysis (SA) Scoping document which had been distributed before the meeting. Although there can be overlap between the Scoping report and the Neighbourhood Plan (NP) the SA represents a baseline from which to measure the impact of the change proposals set out in the NP. The SA uses high level topic areas with more detailed indicators to allow NP proposals to be measured in a repeatable way. The topics are taken from national and regional policies and programmes and the indicators reflect all aspects of our community. This will be reviewed in detail in the next meeting. JB commented that the structure did not fully follow the Locality guide and options and alternatives should be included. AH noted that TWBC had produced a good alternatives document in their consultation document.

There was a discussion around how we develop our reasonable alternatives and JB agreed to meet the writing team to discuss. CB to ensure the document meets this guide for the next meeting. JB will also discuss progressing the SA with consultation with TWBC.

Template for the Plan & Timeline

The template for the plan has been produced and CB will distribute this for the next meeting. JB to produce an overall timeline.

Policy Writing workshop

To as a part of the plan development we will need to identify and build our policies. There will be a number of policy areas that will need to be developed. CB outlined the work the writing team have completed in developing a draft plan. This brings together our objectives and evidence to identify areas of policy. Developing our plan will be an iterative process and we need a group (or groups) to develop our policies. SG suggested that members of the Traffic team would be available to work in these groups. JB also noted that a Landscape Character Assessment would also be needed and EB noted that the LCA group also needed additional support and that he would be away in the first quarter of 2018. CW/EB will look at options for the next meeting.

Policy Review working-group

The need for a group to review and refine policies was agreed. BS, AH, CW volunteered and the Writers group (AS, PG, CB, SG) will be included. It was also suggested that Michael Thornton be included (subject to budget).

List of projects for S106/CIL funding

CW is progressing the list.

5. Site Assessment Criteria – SC to sign off

The draft of the site assessment criteria were provided prior to the meeting were outlined by BS. CB asked how sites would be scored and noted Malmesbury NDP group had developed a simple model that required no specialist model. CW suggested we use of Michael Thornton to advise. CW to organise a meeting to include BS, RH, EB and add any additional costs to the budget. This group will update and publish the selection criteria for approval.

The process for site review (sites identified by the TWBC call for sites) was discussed and AS suggested that the criteria should be piloted in order to refine the process. BS commented it needs to be a cold impartial view of sites. Declare interest.

Outcome of the Triggs Farm Application to TWBC 1/11/17

It was noted that the Triggs Farm application was rejected by the planning committee despite support from the planning officer because of the negative impact on the ANOB. It was felt the access arrangements were inadequate We do not know if this decision will be taken to appeal.

6. St Marys Xmas Fayre Nov 24 (4 – 9 pm)

A stall has been reserved and CB/CW will man the stall. CB to produce display material.

7. Photographic Competition – lack of progress

The photographic competition has not been kept up to date and CW noted that he had found it difficult to contact Sarah Clarke since her house move. BS suggested an alternative to support the competition. CW to progress and report at next meeting.

8. Date of Next meeting

Because of other commitments the next meeting will be on the 13th December in the Jessel Room starting at 19:30.

9. AOB

The structure of the Steering group was discussed to ensure it remains relevant and has the right mix of skills to support the next phase of plan development. CW to update the December meeting.

AH commented that the proposed constituency boundary changes would see Goudhurst move to mid-kent or Ticehurst. However, for planning and all other activities Goudhurst would remain in the Tunbridge Wells borough.

Outstanding Actions from meeting #14

#	Date Raised	Description	Owner(s)	Target Date
92	3/7/17	CW/CB to work with AVBF to build funding case. Spend to date has been £9,600.	CW/CB	Completed
105	2/10/17	Distribute a copy of the budget to SC	CB	20/10/17
106	2/10/17	It was agreed to take the advertising boards down. CB to talk to AB	CB	Complete
107	2/10/17	BS to distribute the site assessment criteria and scoring system for SC review	BS	Complete
108	2/10/17	CW to look at engagement with the Forestry Commission and the National Trust	CW	6/11/17
109	2/10/17	CB to ask TWBC for contact details of those submitting sites to the TWBC call for sites.	CB	6/11/17
110	6/11/17	CW to publish proposed budget for 2018/9	CW	13/12/17

111	6/11/17	EB/CW to discuss the need for a Landscape Character Assessment with the LCA group.	EB/CW	3/12/17
112	6/11/17	CB to provide link to the Oxford RTPi.	CB	3/12/17
113	6/11/17	Organise workshop to support reasonable alternative housing options	CB	3/12/17
114	6/11/17	CB to update the SA to reflect the Locality recommendations and publish to steering	CB	3/12/17
115	6/11/17	JB to liaise with TWBC re SA review.	JB	3/12/17
116	6/11/17	CB to publish plan template	CB	3/12/17
117	6/11/17	CW to publish list of S106/CIL funding items	CW	3/12/17
118	6/11/17	CB to provide link to Malmesbury site selection criteria.	CB	10/11/17
119	6/11/17	CW to organise site selection group meeting	CW	11/11/17
120	6/11/17	CB/CW to produce display material for the Christmas Fayre.	CB	10/11/17
121	6/11/17	CW to provide an update on the structure of steering	CW	3/12/17
122	6/11/17	JB to attend Writers meeting on the 13 th to discuss reasonable alternatives.	JB	13/12/17