

Chartham Neighbourhood Plan Steering Group Meeting Minutes

Chartham Village Hall
10th August 2021 at 6.00pm

Present:

Lisa Root
John Field
Gregory Williams
Camilla Swire
Paul Coles
Andrew Metcalfe (Squires Planning)
James Halls (Squires Planning)

Absent:

Teresa Curteis
Tim Clark

Camilla agreed to chair the meeting.
Lisa agreed to take minutes.

1. Apologies

Apologies received and accepted from Tim Clark.

2. Minutes of Last Meeting

The minutes from the meeting on 4th August were reviewed and all voted in favour that they were a true record of the meeting.

3. Final Topic Paper Sign Off

The following papers were confirmed to be complete:

- Climate Change
- Transport & Travel
- Housing
- Built Environment & Heritage
- Health & Wellbeing
- Economy

The following paper was not quite finished, Camilla had sent through final edits today, 10th August.

- Landscape & Biodiversity

Thanks were expressed to Gregory for diligent proof reading of the papers.

It was agreed to write a note of thanks to all members of the working groups.

20/08/10 – 01: Camilla to write a letter of thanks to all working group members and send from the neighbourhood plan email account.

4. Topic Paper Recommendations v Plan Objectives

Camilla ~~asked~~ Andrew to facilitate the discussion and review of the topic paper recommendations. He presented all the recommendations from the topic papers and a full discussion was had to ~~determine~~ whether ~~all the papers recommendations~~ met the vision and objectives of our plan. ~~It was agreed that the recommendations were in line with the vision and objectives of the plan.~~

Deleted: handed over

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Deleted: discuss

Deleted: they

5. Scope of Plan & Policy Direction

Following the discussion James agreed to document the discussion and propose the scope of the plan.

20/08/10 – 02: James to circulate a proposal for a framework of the plan by 20th August.

6. Consultation (Early Engagement & Call for Sites)

Andrew proposed a timeline for consultation which was agreed. The consultation will run from 5th September to 9th October. With Chartham Village Fete and Annual Parish Assembly events used to promote the consultation.

The plan for the village fete was agreed to be discussed at the next meeting.

7. AOB

Date of Next Meeting

Dates of future meetings:

- 24th August at 7pm on Zoom
- 7th and 21st September at 7pm on Zoom

Meeting closed at 22:05