

Chartham Neighbourhood Plan Steering Group Meeting Minutes

Virtual Meeting

15th June 2021 at 7.00pm

Present:

Lisa Root
Camilla Swire
John Field
Gregory Williams
Tim Clark
Andrew Metcalfe (Squires Planning)

Absent:

Paul Coles
Teresa Curteis

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

1. Apologies

No apologies were received.

2. Minutes of Last Meeting

The minutes from the meetings on 18th May were reviewed and all voted in favour that they were a true record of the meeting.

3. Working Groups

a) Climate Change

The paper is complete, apart from updating one map to make it clearer. It recommends the following:

1. Policy to reduce the impact on future water supply to negate the risk of droughts by installing water saving devices and drought resistant planting for new development
2. Policy to reduce the impacts associated with flood risk by avoiding tree loss, development on flood risk land and planting more trees
3. Policy to reduce the flood risk to Great Stour Way by providing traffic-free routes via the Cockering Farm Development, byway open to all traffic CB469 and alignment of public footpath CB464
4. Policy to reduce the impact of greenhouse gases through microgeneration
5. Policy to tackle unsustainable energy demand through requiring new development to contain high quality building insulation and hydrogen-fuelled heating, and providing communal/district heating for large developments
6. Policy to reduce levels of transport emissions by providing infrastructure for active travel, provision of electric vehicle charging infrastructure and ensure development considers home working
7. Policy to reduce the future risk to food security by requiring new development to provide space for growing food and identifying sites for communal orchards and/or forests

15/06/21 – 01: Andrew to provide raw data on flooding to Gregory.

15/06/21 – 02: Gregory to update the map in the Climate Change topic paper.

b) Transport & Travel

A final draft of the paper has been sent to Squires planning for review and it makes the following recommendations:

1. A policy to promote service and commercial development that improve opportunities to work, shop and play in the Neighbourhood

2. A policy requiring developers to provide information packs to prospective occupiers / purchasers setting out sustainable transport options and encouraging them to make use of these alternatives
3. A policy requiring any development to be considered in the context of the Neighbourhood's highway capacity to protect that capacity
4. Reference to a Neighbourhood Infrastructure Plan that determines how Community Infrastructure Levy contributions are used to enhance sustainable transport infrastructure
5. A policy to provide all-weather paths linking the Neighbourhood to adjacent neighbourhoods
6. A policy to protect Chartham Railway Station and its infrastructure from change of use
7. A policy to extend existing public rights of way and permissive bridle-, cycle- and foot-paths
8. A policy to provide public rapid charging points across the Neighbourhood
9. A policy that all new developments, or alterations to existing developments, require charging infrastructure to be installed
10. A policy to identify Neighbourhood minor roads as Home Zones / Play Streets
11. A policy to designate Neighbourhood rural lanes as Quiet Lanes
12. A policy to establish gateways to built-up areas of the Neighbourhood, Home Zones / Play Streets and Quiet Lanes
13. A policy to provide safe routes between all areas of the Neighbourhood
14. A policy to restrict pavement parking
15. A policy to upgrade key off-road routes to make them accessible for all
16. A policy to build controlled crossings and protect existing railway crossings
17. A policy to provide additional / alternative parking in areas of the Neighbourhood where parking is currently an issue
18. A policy to mark parking bays to limit illegal and anti-social parking
19. A policy to designate visitor and tourist parking within the Neighbourhood
20. A policy to offer covered, safe and secure cycle parking close to all Neighbourhood amenities

c) Housing

A first draft is with Squires and is in their workstack for review.

CCC are pushing forward with their local plan and re-opening their call for sites. CCC will set minimum limits on sites but a call for sites by the NP can have no limitations. A site could be allocated for example for one house.

CCC are unlikely to engage in a memorandum of understanding. They requested examples of others that have been signed but examples were only of agreements of support, not inclusion of policies.

d) Built Environment & Heritage

Squires have provided a draft which the working group have commented on, and are working through the comments.

15/06/21 – 03: Andrew to return topic paper for final comments by working group.

15/06/21 – 04: Camilla to return working party comments aiming to finalise by 6th.

e) Landscape & Biodiversity

Squires have provided a draft to the working group. This will be reviewed in the next week and comments returned to Squires with the aim to have it ready for review by the steering group by the 6th.

15/06/21 – 05: Camilla/ Atha to send working party comments upon draft before 25th.

15/06/21 – 06: Andrew to incorporate these into the paper by 30th and return to WP.

15/06/21 – 07: Camilla/Atha to send further amendments from WP by the Friday before 6th.

f) Health & Wellbeing

Squires are working on a draft at the moment.

g) Economy

The draft was provided on 27th May, the working group held a meeting to review and comments need to be sent back to squires.

15/06/21 – 08: Paul to send the comments on the Economy topic paper to Squires.

Andrew suggested holding a public engagement session once restrictions are lifted to present the content of the papers.

The next steps are for the Steering Group to approve the papers for publishing. The aim will be to approve transport and travel and climate change at our next meeting on 6th July.

15/06/21 – 09: Andrew to send out the final versions of the transport and travel and climate change papers to the steering group.

4. Engagement

There hasn't been much posted recently, as it was agreed that we would wait for the completed topic papers.

Ideas for engaging with the community discussed are:

- Having a stall at the fete
- Item in the parish newsletter
- Flyers at the fete
- Drinks on the green

15/06/21 – 10: Lisa to ask Carol if the NP can have a table at the fete in September.

Camilla has renewed the domain name for the NP website.

Timelines still need updating with meeting dates.

5. Project Planner / Team Gantt

Discussed under item 4.

6. Finance

The application for additional grant funding from Locality is in progress.

Final information received from Chenice on 2020/21 expenditure, reports to be updated.

15/06/21 – 06: Lisa to finalise finance report for 2020/21.

7. AOB

None

Date of Next Meeting

Dates of future meetings:

- 6th and 20th July
- 3rd and 17th August
- 7th and 21st September

Meeting closed at 20:08