

**Swanley Neighbourhood Plan
Minutes
Steering Group Meeting
Wednesday 24th October 2018**

Present: Robert Brickell (Chair), Cllr Darrington, Glynis Darrington, Chris Prestige, Christine Hudson, Anna Johnson, Sarah Perkins, Brian Thomas, Alan Dean.

In attendance: Toni Roast (Civic Manager STC), Lorraine Hart.

1. **Apologies:** Steve Nash (CEO STC), Cllr Dyball, Martyn Jordan

2. **Declaration of Interest**

None

3. **Approve Minutes of 26th September 2018**

Noted

4. **Neighbourhood Plan Questionnaire “Summary of Results” with total responses received.**

There have been 495 responses received to date this is close to 10% of the voting population of Swanley and an increase of 83 since the 26th September 2018. An up to date report of the summary of results was circulated and examined. The details of some of the results were discussed in depth. This included the sections around, *What do you think of Swanley, The Future of Swanley and Swanley Town Centre*.

CH asked who would be contacting those who had completed section 19 of the survey form stating that they were happy to help develop the NHP. LH said that would be for STC to do after the 31st October deadline and should include the terms of reference for each working group.

LH asked if STC could have the results of the comments for specific questions to be made available for the next meeting. This would need to be circulated to the steering group 1 week prior to the date of the meeting. For all the other comments LH will collate once she has the information from STC.

LH advised that the postcodes of those who responded would be plotted on a map which will give a greater depth of information and would highlight any biases.

5. **Swanley Town Council to report on progress with involving sixth form students at Orchards Academy**

AJ (Head teacher of Orchards Academy) reported that the survey form had not only been given to the sixth formers but to the whole school. A 30 minute tutorial session had been dedicated to informing the students what the form is about and how it was important for the younger generation to have their say. MJ had arranged to collect the completed forms from Orchards Academy on the 31st October. The students were unable to complete the red section which relates to personal details due their age as this would need parental consent. AJ advised that the majority of those who attended Orchards Academy reside in Swanley.

6. Provide update on Sub Group Members

The response from the public for recruits for the sub groups has been poor. TR confirmed that everyone who attended the meeting on the 22nd March had been contacted either by email or post. A notice was also on the website and had been posted on Facebook. The sub group members are currently:-

- **Conservation & Heritage.** Terry Morris – TBC, Sarah Andrews, Claire Baker, Alison Baker
- **Housing.** Mark Fittock, Cllr Lesley Dyball
- **Transport.** Chris Prestedge, Roger Ford
- **Community & Natural Environment.** Sarah Perkins, Dr Susan Pittman, Sarah Andrews
- **Working & Employment** Alan Dean
- **Recreation.** Ryan Hayman, Sarah Andrews
- **Community Health & Education Facilities.** Martin Jordon

7. Agree procedure for Sub Groups to analyse the results of NHP questionnaire draft policy.

LH circulated a document headed “Plan Making – Neighbourhood Plans – Advise on Evidence” and thought that this might assist working groups when they were forming their policies. LH reiterated that policies needed to be realistic and sustainable and could not for example just be based on having consulted with the residents.

8. Sevenoaks District Council to advise on implications of new NPPF in respect of Neighbourhood Plan Groups

No one from SDC turned up for the meeting. The steering group feel that SDC are not taking the Swanley Neighbourhood Plan seriously. LH will follow up with SDC.

9. Any other business and date of next meeting

DATE OF NEXT MEETING:

Wednesday 28th November 6.30pm.

TR advised that the venue would need to be confirmed as this was the start of the busy season for STC venues. CH said that if it was a problem to let her know and she would try to get a Church hall