

Swanley Neighbourhood Plan Steering Group
Minutes of the meeting held on Tuesday 14th September 2021 6.00 pm via ZOOM

Present Chrissy Hudson, Chris Prestedge, Robert Brickell, Roger Ford, John Roche, Bob Wallis, Glynis Darrington

In attendance – Toni Roast, Ryan Hayman (Swanley Town Council STC) Lorraine Hart (Neighbourhood Planning Consultant)

1. Apologies

Paul Darrington

2. Declarations of Interest

None

3. Minutes of Meeting held on 3rd August 2021 and Matters Arising

The minutes were **agreed**. RB reported that SDC had provided the map of the Community buildings for the NP.

CH **agreed** to re-send the summary of the NPPF produced by SDC as some members had not received it.

4. Consultation with residents from Swanley

Update

An updated budget and timeline had been circulated which showed that the door to door leaflet delivery and the online survey were now possible.

Designs for Banners and pop up stands had been circulated and they were **agreed** for production

TR **agreed** to liaise with potential locations for pop up stands at the station, in the Town Council offices, GP surgeries, Swanley park café and Orchard Academy and the churches who would act as venues for the events. She agreed to prepare laminated versions for posting on notice boards locally. CH requested that this included churches in Hextable and Crockenhill -**agreed**

CP, RB and JR **agreed** to collect flyers from TR for distribution to schools, UEA. TR requested that members arrange this with her. RF reported that this had been shared with Neighbourhood Watch Groups and CH confirmed that churches would also receive them closer to the dates.

LH said that drafting of the leaflet for door to door distribution had been delayed as there had been concern about the budget stretching to collection but this had not been resolved. TR asked that LH get the text to her ASAP. It was **agreed** that LH would circulate this first to all Group members for approval but that this would have to be speedy.

Exhibition Boards – LH reported that these were now being designed and she was providing feedback to the designers on the first attempt before they were produced. LH pointed out that it had been suggested in the timeline that the deadline for the online survey would be for it to close on Friday 5th November – this was **agreed** by the group.

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Town Crier – TR confirmed that details of the events would be included in the next edition of the Town Crier.

5. Arrangements for Trial Run with SG and WG members

LH reminded group members that everyone's role at the events was to encourage people to share their views on the policies developed so far rather than persuade them of their merit if those attending disagreed. It was **agreed** that it was important that there were no reports after the events of bias in the way the events were run.

It was **agreed** that the trial run would be held on Friday 15th October at EITHER 3-4.30pm or 6-7.30pm as a face to face meeting at STC's offices. RB **agreed** to send invitations to all SG and Working group members and would confirm which time was agreed based on people's responses.

6. Housing Need

RB and JR would be meeting to discuss this and then convene a housing group.

7. One way traffic on station Approach

The consultation on this proposal from KCC would be dealt with by the Transport group.

8. Date of Next Meeting

Thursday 25th November 2021 6pm on zoom