

**Swanley Neighbourhood Plan Steering Group**  
**Minutes of the meeting held on Tuesday 22<sup>nd</sup> June 2021 6.00 pm via ZOOM**

**Present** Chrissy Hudson, Glynnis Darrington, Paul Darrington, Chris Prestedge, Bob Brickell, Roger Ford, John Roche

**In attendance** –Ryan Hayman (Swanley Town Council) Lorraine Hart (Neighbourhood Planning Consultant)

## **1. Apologies**

Dr Lunt, Toni Roast for potential lateness

## **2. Declarations of Interest**

None

## **3. Minutes of Meeting held on 19<sup>th</sup> April 2021 and Matters Arising**

Amendments **agreed** included that the Minutes agreed were for the 8<sup>th</sup> March meeting 2021, not April and that Bob Wallis was not in attendance.

## **4. Matters Arising**

Application for listing of Mitchell Murals was still pending though additional information had been added provided by Coco Whitaker of the 20<sup>th</sup> Century group.

It had been reported that the developer was proposing to paint them but this had been halted.

Health Hub – RH reported that a valuation from the NHS had now been received but not shared by Funmi Owolabi the senior programme manager from Strategic Planning and Primary Care section of the CCG.

Local Plan update – LH had circulated an e mail from the planning department indicating that an update would go to the next Development and Conservation Cttee of Sevenoaks Council on 6<sup>th</sup> July and papers would be circulated on week before. PD **agreed** to notify everyone or pass them on when they became public.

## **5. Update on Plan Drafting**

LH reported that chapters almost complete were Transport, Community Infrastructure Conservation and Heritage and Housing. A housing working group had taken place on 25<sup>th</sup> May 2021 and further amendments and a policy on housing design remain to be drafted for inclusion. RB reported that he has looked further at the housing need evidence from SDC and thought that he should approach SDC to see if Swanley only figures could be obtained. This was **agreed**.

LH reminded group members that they were due to send her information on buildings the considered of local interest in terms of local history ofr their architecture. Those previously mentioned included The Beeches Keston and the Old Dairy and CH mentioned the terraces of Railway Cottages.

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Members **agreed** to take pictures and record their exact locations and pass them to Lorraine by 16<sup>th</sup> July 2021.

## **6. Public consultation event autumn 2021**

LH had circulated a proposal regarding an event in the autumn to share the work that had been done on the NP with the wider public to ensure that the Consultation Statement that would have to be prepared to submit for examination with the NP showed that good attempts had been made to inform and invite input from Swanley Residents. She suggested that the proposed exhibition be based on the actual policies that the Plan would be proposing along with background information about Swanley and an invitation for people to say whether they agreed or disagreed with proposed policies and asking for further suggestions.

RB disagreed with this approach and felt that a full copy of the NP should be available along with information about SDC proposed housing sites and the likely number of new homes that would be develop[ed] in Swanley. LH pointed out that this may cause confusion since the NP was not proposing new housing sites but rather policies that would ensure that any homes coming forward on the SDC allocated sites were more acceptable to Swanley residents.

The proposal for the events also included tasks that would need to be completed to prepare for events. After a long discussion the following was **agreed**:

- 1) LH would draft an initial letter/statement about the events and their purpose and why they were important for circulation and agreement by the group so that it would be used to trail the dates proposed. This could also be included in the Summer Version of the Town Crier
- 2) Dates and times for events were to be as follows with venues to be secured:

<b>Date</b>	<b>Time</b>	<b>Location</b>
Tuesday 19 <sup>th</sup> October 2021	2-4pm	Swanley Village
	7-9pm	Swanley Village
Thursday 21 <sup>st</sup> October 2021	2-4pm	Swanley Venue 1
	7-9pm	Swanley Venue 2
Saturday 23 <sup>rd</sup> October	10am - 12	
	2pm – 4pm	

LH **agreed** to circulate this so that Steering Group members could indicate which events they could be available for to assist with set up and answering questions and giving information to those who attend.

In order to spread word of the event a number of people **agreed** to take on tasks so that information (see 1. Above) and leaflets (when they were produced) could be made available via other organisations' newsletters and to promote the events closer to the dates/times.

John Roche and Chrissy Hudson	To raise with Churches Forum re inclusion of events in their newsletter and arranging for small announcements at services
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John Roche	To contact the Head teachers form to scope whether it was possible for schools to send home information to all parents about the events
Paul Darrington	Closer to the events he would use his Radio Kent contacts to promote the events
Roger Ford	To find out when Neighbourhood Watch newsletters were produced and whether the NP events could be promoted via this route.
Ryan Hayman	To arrange social media promotion and advertising when venues were confirmed  To provide back-up design and print services via STCs in house team if SDC could not offer assistance and procure pop up stands and banners  To arrange for a stall at the 1812 event on 27 <sup>th</sup> August 2021 to promote the events and their importance to Swanley
Lorraine Hart	Would investigate what help SDC could provide in promoting the event and whether their design and print services could be used to produce publicity and exhibition Boards  Would circulate a proposal for content for the Exhibition Boards for discussion with Bob Brickell and the Steering Group
All	Would circulate by e mail information about the events when LH had crafted 1) above

## **7. Date of Next Meeting**

Tuesday 3<sup>rd</sup> August 2021 6pm on zoom

RH said he would not be able to attend but would ensure that Toni Roast could attend or report.