

**Minutes of Swanley Neighbourhood Plan Steering Group
Meeting
Tuesday 10th January 2023 5:30pm on zoom**

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

In attendance: Ryan Hayman, Lorraine Hart (Planning Advisor)

1. Apologies for Absence

Toni Roast

2. Declarations of Interest

None

3. Minutes of the Meeting held on 12th December 2022

Agreed as a true record all actions had been completed

4. Swanley NP Plan Regulation 14 consultation

RH updated the group that the original dates for the Reg 14 consultation (Jan 9th to 20th Feb 2023) had been possible in the end as he had managed to prepare a flyer to go door and door and a distributor.

All statutory consultees had been written to and notices about the consultation posted on face book and the STC web site. 78 Local organisations had also been alerted by e mail. Sevenoaks District Council had also put notices on their web site.

Only some members (JR and RF) had received them and it was **agreed** that RH would contact the distributor to remedy this and ensure that Swanley Village had also been covered. If not, CH volunteered to collect copies from the link to distribute in her block Court. RH also **agreed** to let Bob Wallis have a copy of the leaflet and links to the STC web site so that he could distribute to Swanley Village Residents Association members.

5. Character Assessment

LH had circulated a final draft of the Assessment. JR thought it was a good document and both he and RB pointed out the need to address some formatting issues and small errors (e.g. Swanley not Sevenoaks Village!). RB had been unwell but would complete a full review so that LH could amend and re-distribute. Other members were happy and had no comments.

LH would prepare the Appendix of all the Assessments that would accompany the report and circulate to all SG members by the 20th January.

6. Date of Next Meeting

It was **agreed** that details of this would be confirmed once all responses to the Reg. 14 responses had been received. RH agreed to provide them to LH in their entirety and she could then analyse for consideration by SG members in relation to potential changes to the NP and to prepare an update of the Consultation Statement that would be needed for a final submission to SDC.