

A NEIGHBOURHOOD PLAN FOR EGERTON

WORKING GROUP

Minutes of meeting Monday 9 March 2020 @ 7.30pm, Sports Pavilion

Present: Jane Carr (Chair), Jerry Crossley, Elaine Graham, Graham Howland, Richard King, Ian Mella, Lois Tilden (Secretary)

1. **Apologies for absence** Claire Stevens
2. **Declarations of Interest:** Elaine Graham, Richard King (housing for older people); Graham Howland (sites for potential development, third party connection).
3. **The minutes of the meeting on 10 February** were approved.
4. **Action points arising from minutes:**
 - . Dark Skies map: LT would find out if there is a better map and about copyright
 - a. Website : JC was working with Sandra Laws on making more enhancements
 - b. Letter to landowners: JC was drafting these and would issue them as soon as possible
 - c. Grant application: IM confirmed that approval had been given and the last grant for the F/Y paid into the EPC account. It was confirmed that an application could be made for the cost of producing the Plan
 - d. Heritage assets: JC had been advised by Historic England that a list of additional sites or items based on the HE guidelines would be acceptable. JC would check that the chimney breast in the Barrow House would continue to be preserved by current and future landlords/owners, since it had the signatures on it of the US and Canadian Air Force pilots who had served at the Bedlam Lane airfield (known as Headcorn) in WWII.
 - e. Summary site assessments for the website: IM, EG, CS would provide these based on the final summaries used at the most recent public meeting.
 - f. Affordable Housing – progress report: JC and LT explained that fruitful tentative discussions had taken place with English Rural Housing and the landowner of the site so far identified as the most suitable in terms of criteria and type of houses needed. Provisional, indicative plans had been sketched out for local needs housing. Part of the proposal also included an additional piece of land that could be a natural area for local people to enjoy – perhaps including a wildflower meadow, a drainage pond, community orchard. Some extra parking space might also be included for other residents. It was agreed that the nearest local residents would need to be advised specifically about the proposals and have the opportunity for their own discrete workshop/surgery to discuss them. JC would draft a leaflet for each household.
 - g. Parish Assembly and workshops: [Note: due to the Coronavirus pandemic, the Assembly and all other events were later cancelled by Government decree]

5. Draft plan progress – JC was due to meet the consultants on 11 March. Thereafter it would be essential to decide what should be available at the Assembly. Under Regulation 14 – consultation – it was not necessary for every household to have a copy of the draft Plan. Copies would be available at the Hall, Clerks office, pubs, and from JC , LT and CS [changed due to Coronavirus; copies available in plastic boxes outside venues, and additional copies available from all members of the Group]
 - Cover design and sample pages –JC confirmed this would be ready by 13 March
 - General questionnaire- JC requested comments on her draft by the end of the week; each copy would be individually numbered for each household
 - Questionnaire for Forstal/ Crockenhill residents on community open space proposal – JC & LT to prepare this
 - Final decision on key views – long list to be shortened at request of ABC to 6 (rather than 9). All to look at earlier photos and decide which were best to include
 - Posters – it was agreed to re-use existing material; banners to be prepared prior to workshops/surgeries after the Assembly – JC to investigate
 - Maps and plans of 3 sites and of the village confines: to be included in the Plan and enlarged for display. JC would seek help from Peter Rawlinson or RK would aim to achieve this. LT would use ERH's revised plan of tentative proposed plots on the site in Gale field and redraw it to scale to fit into a plan drawing of the whole field, for perspective and context. Orchard Nurseries site & New Road – each of these sites to be included in large format – RK to do.
6. Rota for workshops/surgeries – details of a rota for members of the team to be present for public discussions were discussed and agreed but the Government lockdown on public meetings rendered this obsolete. All other housekeeping arrangements discussed were also no longer necessary.
7. Additional content for the final draft plan as below:
 - TPO and ancient trees list – LT had already given/.sent these to JC
 - Kent Wildlife Trust maps – ditto
8. Social media – JC would provide text to GH who would place messages about the draft plan and public consultation on My Next door, Facebook, Instagram etc. JC would update the website via Sandra Laws, by 23 March.
9. AOB- none
10. Date of next meeting – this would have been shortly after the Assembly on 19 March but exchanges via email and telephone proved to be the only means of dialogue when all public meetings and gatherings were banned by the Government.

The meeting ended at 9.50pm