

# FAWKHAM NEIGHBOURHOOD PLAN STEERING GROUP

---

## MINUTES FOR THIRD MEETING HELD ON 9th JUNE 2021

Attendees: Laura Evans, Alun Evans, Kirsty Patterson, Laura Marchant, Lawrence Moss, Estelle Thompson

### 1. Apologies for absence

Estelle Thompson gave her apologies due to work commitments.

### 2. Members of the public: introductions

None

### 3. Declarations of interest relating to items on the agenda from Steering Group members and members of the public

None

### 4. Minutes of the second meeting were agreed..

### 5. Appointment of a Planning Consultant. A recommendation will be made for agreement, following receipt of quotes on 28th May.

Alun Evans explained the process of appointing a planning consultant. A Scoring system was used with 3 being a benchmark that each applicant needed to meet. Two applications were received from the six requests sent. Both candidates seem very capable of carrying out the job. A Zoom meeting with each candidate will be carried out on the 14th June. Clerk to arrange the Zoom meeting. A member of Hartley Parish council will observe the meeting as they are also looking to appoint a consultant.

### 6. Update on applying for a grant

The process for the grant application has been reviewed. The grant application has to be broken down into chunks with the highest grant possible as £10,000. The tasks using the grant money must be completed by the 31st March 2022 or the money returned. An expression of interest form needs to be filled out after which there are 15 days to complete the actual application form.

### 7. Community Consultation and Engagement: Discussion and agreement of updated strategy document, agreement of dates for initial consultation events: church fete,

Small Grains picnic, open day at the village hall and review the list of possible questions to ask on various surveys/questionnaires.

The strategy document was circulated for prior reading. It was agreed that the Woodland Trust would be added as a key stakeholder. The Church are planning their Fete on the 18th September, it was agreed that a stall will be run by the Steering Group explaining the NP and its progress to date. It was also agreed that an open day (Market Stall in style), will be held at the Hall open to all residents, probably in January, and that an event/picnic will be held on the grass area outside of Small Grains in August. The Picnic outside of Small Grains will be open to all but will be focusing on local residents' opinion as to what they would like to see happen to the grass area in the future, with invitations delivered to the houses close by/by the village green. Kirsty Patterson agreed to see if the road could be closed during the Picnic, and to look into the production of stickers or something similar. Alun made a point that we should engage with residents prior to closing the road for the event. Dates TBC for the residents Picnic and open day at the Hall.

#### 8. Updates from each working group on progress with the evidence base and next steps.

Laura Evans read through the evidence based document, and a discussion was held about the evidence gathered so far from the working groups.

Laura Evans will gather together a report template that can then be populated with all the information gathered to date for the Community and Facilities work stream.

Kirsty Patterson stated that she would try and get a figure for the % of trees affected by Ash die back in Saxten and Cages Woods. She would also look to carry out a survey of the ancient hedgerows.

Kirsty Patterson is also to provide a paragraph on the flood risk along Valley Road.

Kirsty thought that now it was the Summer it would be good to gather information from surveys in a more co-ordinated approach such as walks out to look for butterflies etc., and is arranging some expert-talks, for example on bats, to help raise awareness and to help people identify them.

A conversation was held about ponds and how it would be beneficial to have a village pond. There is a 'pond' by Baldwins Green which is actually used as a drainage gully now by KCC. Kirsty felt and others agreed that this is a real shame and it would be nice if there could be a village pond for the community and local children to enjoy.

#### 9. Proposed amendment to the Terms of Reference - point 8b currently says "The Steering Group will notify the Parish Council, advising them of any planned expenditure before it is incurred". I suggest we seek the PC's agreement to amend this to: "The Steering Group will notify the Parish Council, advising them of any planned expenditure **above £250** before it is incurred."

Proposed by Laura Evans, All seconded and agreed.

#### 10. Next steps and items for next meeting

Alun/Laura to meet with candidates for the Planning Consultant appointment.

Grant application to be submitted by Laura Evans and Laura Marchant.

Actions as stated under 6 above for the evidence base.

Confirm dates for the picnic outside of Small Grains and date for the open day at the Hall.

11. Date of next meeting

Beginning of August.