

FAWKHAM NEIGHBOURHOOD PLAN STEERING GROUP

MINUTES OF THE EIGHTH MEETING HELD JUNE 23RD 20:00 AT FAWKHAM VILLAGE HALL

Attendees: Laura Evans, Laura Marchant, Lawrence Moss

1. Apologies for absence: Lucie Sleeman
2. Members of the public: introductions: none present
3. Agreement of Minutes of the 7th meeting: agreed
4. Update on SDC's Local Plan: an update was provided on SDC's latest timescale and process as context for the Neighbourhood Plan. A meeting was held with Officers from the Planning Policy team regarding the Green Belt Appraisals undertaken by both SDC and FPC.
5. Update on evidence base, including discussion and sign off of those reports which are in final draft format (reports circulated in advance), next steps for those reports remaining to be completed:
 - *Interim Green Belt Assessment - signed off*
 - *Heritage Assets and local assets project plan - signed off*
 - *Housing - signed off*
 - *Community Facilities - signed off*
 - *Sustainable Transport - signed off*
 - *Open Spaces - nearing completion*
 - *Employment - nearing completion*
 - *Biodiversity: natural assets - nearing completion*
 - *Biodiversity: records - to be restarted*
 - *Site Assessments - not yet started*
 - *Surface water flooding & KCC Climate Change Risk and Impact Assessment report*
 - *Indoor Sport - now completed, to be signed off at next meeting*
 - *Views- to be prepared over the summer*
6. Community engagement: review of Consultation and Engagement Programme:
 - Updates on the preparations for the July 7th residents' workshop to create a vision and objectives for the Neighbourhood Plan - arrangements for the meeting were discussed and agreed. Invitation delivered to all houses, plus a number of posters put up. Reminder emails and Facebook posts to be sent.
 - Church fete - agreement of final arrangements for the stand on 26th June, being managed jointly with Hartley PC. Logistical arrangements and the content of the display boards were discussed and agreed.
7. Budget: no further update; meeting to be held with Tony Fullwood in early July to review.
8. Items for the next agenda and date of next meeting: Further evidence reports will be signed off formally at the next meeting; output and next steps from the residents' workshop; timing of the preparation of the Plan's policies; Steering Group members. The next meeting will be scheduled for early September.