



Z PADDOCK WOOD NEIGHBOURHOOD PLAN STEERING GROUP  
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**MINUTES OF THE MEETING HELD ON  
WEDNESDAY 19<sup>th</sup> October 7PM AT THE WESLEY CENTRE, PADDOCK  
WOOD.**

**APOLOGIES:** Richard Barsley

**PRESENT:** MF (in the chair until 7.45pm), DH(left at 7.45pm), JF, JT, AC, CW, JL, AM, DH, SH (arrived and took the Chair at 7.45pm)

In attendance: Rebecca Roberts and Barbara Giles

Apologies from members of the public: John Hall, Derek Boyle

**1. MINUTES OF THE PREVIOUS MEETING**

- The minutes of the meeting held on Wednesday 21st September 2016 were approved once Andy Mackie's name had been added to the list of attendees.

**2. MATTERS ARISING FROM THE PREVIOUS MINUTES**

A meeting was held between Richard Eastman from Feria-Urbanism and Kelvin Hinton from Tunbridge Wells Borough Council on Thursday 22<sup>nd</sup> September 2016. Also in attendance were Sarah Hamilton and Nichola Reay both representing the Steering Group/P.W.T.C.

It was reported that the meeting went very well and those present agreed that the next meeting should be through skype or a video conference in order to save money.

Written guidance has now been provided to the Steering Group by Feria summarising the information that the working groups need to gather as part of the Neighbourhood Plan evidence. Richard Eastman stressed the importance of information from the Sports & Recreation working group and the Environment working group.

**USE OF SOCIAL MEDIA**

JT reported back to the Steering Group that his daughter Sarah Mewett had spoken to Mark Airey about the Neighbourhood Plan Facebook page. Following discussion it was agreed that Sarah would attend the first part of the next Steering Group meeting to discuss our requirements. JT was thanked for organising this.

**3. ENGAGEMENT WITH THE YOUTH OF PADDOCK WOOD**

It was agreed to send representatives from the Town Centre, Community Centre (AM) and Sports & Leisure working groups to the next Youth Council meeting on 14<sup>th</sup> November from 6-7pm in Day Centre to talk about the role of the working groups. The Youth Council will report back to their respective groups and respond to any questions by email.

The young people have expressed concern about the centre of Paddock Wood and have come up with a variety of suggestions to improve the local environment. They were also very disappointed with the speed that litter re-appeared after the town litter pick earlier this year.

#### **4. SECRETARY'S REPORT**

An article has been submitted for the November edition of Contact and the Town Crier. It was agreed that, where possible, reports and information about progress towards the Neighbourhood plan should be placed on the Town Council notice boards (particularly the one at the station).

#### **5. TREASURER'S REPORT**

There has been no expenditure in the past month.

MF has arranged to meet with Claire Stewart the Deputy Town Clerk in order to complete the £1000 grant application.

#### **6. REPORTS FROM WORKING GROUPS**

- Town Centre - Barbara reported back to the steering group on their first meeting. Larger scale map requested. SH to organise. Minutes to be placed on PWTC website.
- Sports and recreation – group has not yet met.
- Heritage and the Wesley Centre – group has not yet met.
- Transport and Communications – group has not yet met.
- Environment – Rebecca Roberts has volunteered to be part of this group and she has agreed to try and contact other potential members. SH agreed to approach Hadlow College for potential assistance.
- Community Centre - discussion revolved about whether the N.P. should have a working group. No decision was made. The Town Council has agreed in principal to apply for a loan to fund the building of a Community Centre **subject to public consultation**

It was agreed that the names of the working groups should be revised as recommended by Feria. In future the groups will be known as: Sports & Recreation, Green Infrastructure, Heritage and Town Centre Regeneration. Other groups associated with the N.P. will include Residential Regeneration, the Wesley Centre, transport and communication and possibly the Community Centre.

Terms of reference are urgently required for the working groups.

#### **7. DATES OF FUTURE MEETINGS**

It was agreed that from January 2017 meetings would start at 7.45pm

#### **8. A.O.B.**

- A very simple description of a Neighbourhood Plan can be found on “My Community”
- Members were advised to look at a website set up by Feria for the Lewes Neighbourhood Plan. MF to check that all appropriate information is included on the Paddock Wood Town Council website Neighbourhood Plan section.
- Tunbridge Wells Borough Council aim to complete their new local plan within the next two years. It will be based on “the call for sites” which has recently been completed.

#### **9. DATE OF NEXT STEERING GROUP MEETING:** Wednesday 16<sup>th</sup> November 2016, 7pm at the Wesley Centre

Dates of booked future Steering Group meetings: 21 Dec 2016

Meryl Flashman  
19th October 2016