

**Meeting of the Paddock Wood Neighbourhood Plan Group Tuesday August 18th 7pm**

Present: Mark Airie, John Flashman, Meryl Flashman, Sarah Hamilton (Chairman), Andy Mackie

Apologies from: David Henshaw, Derek Boyle

	<u>Actions</u>
<p><u>Chairman's welcome</u></p> <p>The Chairman updated the group on the following relating to Paddock Wood.</p> <ul style="list-style-type: none"> <li>• Three bids have been requested from companies specialising in Neighbourhood plans. Two quotes have been received but the third company was not currently interested. The two quotes have been received from Feria Urbanism and Community Spirit Partnership CIC</li> <li>• The athletics track is now in use by the athletics club</li> <li>• Town and Country own Dowding House and its future is still not known.</li> <li>• The Town Council are investigating the possibility of leasing the Wesley Centre from TWBC</li> <li>• There is a possibility that TWBC could provide a 3g all weather pitch at the Elm Tree sports ground.</li> <li>• The Police are not currently intending to sell the two police houses.</li> <li>• Expansion of the Putlands Leisure Centre is being investigated.</li> <li>• A Neighbourhood Plan cannot stop development but it should be able to influence TWBC's core strategy.</li> </ul>	<p>NR to recirculate the dates for the next three NP meetings.</p>
<p><u>Discussion of the quotes received re Neighbourhood plans</u></p> <ul style="list-style-type: none"> <li>• Both quotes were discussed in depth. It was agreed that it was essential for the steering group to meet with the second company, having already met with Feria Urbanism.</li> <li>• The following needs to be clarified: <ul style="list-style-type: none"> <li>a. Relationship between the Town Council and the Neighbourhood Plan group</li> <li>b. Are either company able to advise on grant finding?</li> <li>c. What are the expenses likely to be?</li> <li>d. How many neighbourhood plans have they led on? Or been involved with? Have they worked on any other NPs of a comparable size to Paddock Wood?</li> <li>e. Relationship with TWBC</li> <li>f. VAT?</li> <li>g. How do they envisage engaging with the people of Paddock Wood? How do they envisage engaging with different age groups?</li> <li>h. Appropriate size of the steering group?</li> <li>i. What have Feria and Community Spirit Partnership learnt about good/bad practise?</li> </ul> </li> </ul>	<p>SH to set up meeting with 2<sup>nd</sup> company w/c 24<sup>th</sup> August if possible.</p>

<p><u>Future of the leadership of the Steering group</u></p> <p>SH expressed her desire to step down from the leadership once a company has been engaged to support Paddock Wood. MF has said that she would be willing to take over as leader. SH asked if there was anyone else who was also interested in fulfilling that role.</p>	<p>Appointment of new leader to be further discussed at next meeting.</p>
<p><u>Membership of the steering group</u></p> <p>Carol Williams and Derek Boyle are both interested in being on the steering group. It is possible that Peter Nicholls could also be persuaded to join.</p>	<p>Co-option to be considered</p>
<p><u>Finance</u></p> <p>PWTC <b>can</b> reclaim VAT. However, if the NP had its own bank account VAT could <b>not</b> be reclaimed.</p>	<p>Terms of reference need to reflect this. JF to action</p>
<p><u>Facebook</u></p> <p>A facebook page has been set up by MA which he will use to promote engagement with the public re the NP</p>	<p>MA to promote</p>
<p><u>Future meeting dates:</u> Wed 16<sup>th</sup> September, Tue 13<sup>th</sup> October, Wed November 11<sup>th</sup> 2015</p>	
<p><b>The date of the next meeting is Wednesday 16<sup>th</sup> September 2015</b></p>	