

Meeting of the Paddock Wood Neighbourhood Plan Group 18th March 7pm

Present: Sarah Hamilton, John Flashman, Meryl Flashman, Steve Terry (Tonbridge line commuters), Jackie Morris (WRAG)

Apologies from: David Henshaw, Mark Airey and Chris Gregory

	<u>Actions</u>
<p><u>Chairman's welcome</u></p> <p>Sarah Hamilton welcomed everyone to the meeting and apologised for the fact that the agenda and reminder for the meeting had been sent out too late.</p> <p>It was agreed that it would be a good idea to have the steering group meeting at 7pm every month and to follow this by the group meeting at 8pm.</p> <p>Sarah Hamilton explained that it is important that the Town Council should not be perceived as being closely associated with the Developers.</p> <p>Both WRAG and PWTC have been working hard on their responses to the Planning Application by Hillreed/Persimmon.</p>	<p>SH to action</p>
<p><u>To consider the Terms of Reference for the steering group</u></p> <p>John Flashman talked about the second draft of the terms of reference. It was decided that:</p> <ol style="list-style-type: none"> 1. The groups should be called sub-groups and their names should be included in the terms of reference document. 2. A final decision on the names and coverage of the sub-groups needs to be decided. One suggestion was that the four groups used by the Succeed project might be used ie economy and business; environment; social and community; transport and accessibility. Subsequent discussion suggested that as an alternative the following sub-groups might be set up: community hub; town centre; environment and social; flooding; roads and transportation; communication. 3. The group needs to consider having their own bank account and treasurer. This will be needed particularly if grants are being applied for. A clear audit trail will need to be determined. 4. The terms of reference to be reviewed as and when necessary. 5. Consideration to be given as to terms of reference for each sub-group 6. Draft three of the terms of reference to be emailed to all who have shown an interest in the Neighbourhood plan asking for comments by a specific date. 7. Covering letter to be drafted along the lines of – we are now setting up a main steering group and associated sub-groups. Please let us know which group you would like to be part of by a 	<p>JF</p> <p>JF/SH</p> <p>JF to discuss with Nichola Reay</p> <p>JF to action</p> <p>SH to action</p> <p>MF to action</p>

<p>specified date. Email to include a read receipt.</p> <p>8. PWTC website to include more information on the neighbourhood plan and progress so far</p>	
<p><u>Site Allocations Development Plan</u></p> <p>The plan was discussed. JM stated that WRAG has been told that TWBC have said that they are totally reliant on the developers for advice re drainage in Paddock Wood.</p> <p>WRAG to share their comments with SH to compare with the PWTC response. Information re transport to be provided to SH</p> <p>Neighbourhood plan group needs to respond to site allocations development plan.</p>	<p>JM to email SH</p> <p>Action ST</p> <p>SH to respond on behalf of NP group.</p>
<p><u>Items for consideration</u></p> <ul style="list-style-type: none"> • Display at the Annual Town Meeting <p>What is a Neighbourhood Plan? What have we done so far? Why is it important? What can residents do to help? Which group would they be prepared to help?</p> <ul style="list-style-type: none"> • Stand booked for Carnival • Launch event to be held in September. 	<p>MF to produce display board using these or similar headings</p> <p>Steering group to organise. Steering group to organise.</p>
<p>Jackie Morris stated that at present WRAG do not feel that they should be represented on the steering group as they felt that the Neighbourhood Plan was not in sympathy with their own aims for housing in Paddock Wood.</p> <p>Steve Terry expressed his willingness to be on the transport group.</p>	
<p>The date of the next meeting is Tuesday 21st April 2015</p>	