



PADDOCK WOOD NEIGHBOURHOOD PLAN STEERING GROUP
C/O The Podmore Building, St Andrews Road, Paddock Wood
Tonbridge, Kent, TN12 6HT
Telephone: 01892 837373
www.paddockwoodtc.kentparishes.gov.uk

Minutes of a meeting held via Zoom on the 4th August 2020 at 7 pm

PRESENT: Meryl Flashman, (Chairman of Steering Group, Town Councillor, Heritage Group)
Carol Williams, (Steering Group Secretary, Town Councillor, and lead for Sports & Recreation Group)
Andrew Mackie, (Steering Group member & Community Centre Working Party representative)
Rebecca Roberts, (Steering Group and Green Infrastructure group)
Sarah Hamilton, (Steering Group member, Town Councillor & Lead for Heritage Group)
Jeremy Thompson (Steering Group Member, Resident)
Sue Lovell (Steering Group Member, Green Infrastructure)
Mike Ridger (Steering Group Member, Sports & Recreation Group & Town Councillor)
Jon Herbert, Troy Hayes Consulting
Richard Barsley (Steering Group member lead for Town Centre)
Ann Newman (Steering Group and Green Infrastructure group)

Michelle Sinclair (resident)
Lorna Golding (resident)

IN ATTENDANCE: Nichola Reay, Town Clerk

APOLOGY: Steve Barrett (Steering Group member, Town Councillor)

The Chairman welcomed everyone to the meeting and handed over to Joh Herbert (JH) from Troy Hayes Consulting.

JH advised that since being appointed as consultants for the Paddock Wood NP, Troy Hayes had undertaken the following:

- A grant request had been submitted to Locality, for £10,000. That had been approved subject to due diligence
- Two technical support packages had been approved by AECOM. The two packages were on Master Planning the Town Centre and Design Codes. The Clerk and Chairman were meeting with AECOM to discuss this further.
- They had been in touch with TWBC Planning Dept.
- A Review of the draft policies had taken place and they will be advising of any additional work which may need to be carried out
- Liaised with Fera to have access to the plan and images

- Review the list of green space identifications – TWBC will be assessing these as part of the Local Plan, so there is no need to duplicate the work.

Members had previously been circulated a draft survey form which would be distributed to residents. JH stressed that the form was only a basic draft and it would be made more attractive and engaging.

The following points were raised and discussed by the group:

- If Paddock Wood views differed from the Borough's local plan which was take precedence?
The Neighbourhood Plan must align with the overall Local Plan, however more local issues can be considered
- Changes to planning law had been announced in the last few days – there is a change to permitted development rights and Use Classes
- The survey will be available electronically, but not everyone has access to IT. A discussion was had as to how to advertise the survey. It was agreed that an empty shop in the Town Council could be used to house a display. (NR to investigate) RB suggested that Barsleys might be able to have a display instore.
- The previous events had been some time ago and circumstances had changed with the announcement of the climate emergency & Covid 19.
- Digital signs had been explored but proved to be too costly
- The sign board at the entrance to the car park and bus stops could be used to advertise the survey
- Should consider delivering a copy to all residents
- A new sports hub was still an aspiration – funding was allocated for a swimming pool and upgrading the athletics track to a six-lane track
- As well as residents the schools and health service should be consulted
- The NP questionnaire only refers to PWTC – it should acknowledge the steering group
- A list of FAQs for residents
- Should include the needs of all young people – not just those keen on sports
- The town council's new website will be easier to navigate
- Possibly a dedicated newsletter which should be distributed regularly
- The Neighbourhood Plan is a separate project to the Community Centre

JH confirmed that they would do the graphics for the survey over the next week and would set up an online survey account, as the town council does not have one.

The Chairman had received the paperwork to apply for a county council grant to fund a communication officer. She was meeting with the Clerk later in the week to complete the application and to also complete the due diligence paperwork required by Locality

The meeting closed at 8.01 pm

CHAIRMAN