

**Lamberhurst Neighbourhood Plan Steering Committee  
Tuesday 21st May 2019 The Chequers 8pm**

<b>Steering Group Members in Attendance</b>	
Graham White (GW) - Chair	x
Robin Musgrove-Wethey (RMW)	
David Ward (DW)	x
Andy Cotterill (AC)	x
Lynn Mercer (LM)	x
David Little (DL)	x
David Hurst-Brown (DHB)	x
Sam Nicholas (SN)	
Clive Stott (CS)	x
Marcus Deguigand (MG)	x
Others In Attendance	
John Mottershead (JM) - Secretary	x
Jim Boot (JB)	X
John Uren	X
Barbara Uren	x

1. Apologies for absence

RMW and SN

2. Chairman's report

a. Draft NP Timetable and action plan update

The working draft is currently in a process of continuous change. Thanks to LM and DL for their fantastic work so far.

b. Editorial sub-committee progress report

Last editorial meeting was 10 days ago.

c. Parish Council feedback

Approval has been given by the Parish Council for us to continue.

d. TWBC feedback

Things look pretty good to date.

e. Evidence base review

We need to ensure that we have a documented evidence base to back up our policies.

JB thinks that the draft document is a really good piece of work. He went on to outline what we need to provide in terms of evidence: -

The village questionnaire will be a key supporting document.

The Housing Needs survey and the Business survey will be useful supporting evidence.

The Character assessment will be needed.

The Green Space assessment will be needed.

Village views with grid references.

*(AC mentioned that SN is sorting out the mapping).*

An Infrastructure report or audit.

A parking survey.

These items might be better provided online with just a reference to them within the plan.

JM will upload them onto the village website along with an index.

3. Set up of drop-in centres and feedback analysis in consultation period 14<sup>th</sup> June-26<sup>th</sup> July (provisional).

We will need to print a limited number of copies of the draft plan. It is intended that the main interaction will be via the website, with a supporting campaign on social media.

Drop-in centres to be arranged for the 1<sup>st</sup> and 2<sup>nd</sup> weeks in July. 2 of these to be in the village hall.

JB noted that TWBC will be presenting their Local Plan roadshow in July.

The feedback analysis will need to be processed, so we need to agree who will do this. JB suggests using the Survey Monkey site which will provide much of the functionality needed to do this. MG will liaise with JM and decide on how best to do this.

#### 4. Working Group Chair's reports

##### a. Character and Design

Interesting development from English Heritage regarding Bayham Abbey. They are giving their full support to the opening of the footpath. It may however, be a permissive, rather than a public, footpath.

##### b. Business

##### c. Environment and Open Spaces

##### d. Infrastructure and Transport

##### e. Media and Communications

#### 5. Any other business

JU asked if the Neighbourhood Plan finances are still ok. JB mentioned that there may be some more money available.

Meeting closed 21:10

Next meeting will be on 18<sup>th</sup> June at 8pm

