

## **Neighbourhood plan steering group meeting notes 30th March 2022**

### **Present**

Mick Broughton, Simon Warner, Geoff Ware, Chris Rowley, Alison Hewitt, Dan Derham, Judy Campbell (via Zoom).

Also attending (via Zoom) for 40 mins was Karen Britton Canterbury Council Planning Officer who presented and took questions on “neighbourhood plan first steps after designating the neighbourhood plan area”

Apologies from Maddy Hadfield

### **Firstly**

Mick welcomed and thanked Judy Campbell who was joining the steering group, which was great news, as Judy is the first steering group member from outside the village of Bossingham, giving our steering group wider representation across the parish.

Mick also thanked Simon who has negotiated access to the Upper Hardres Parish Council web site to input and host our neighbourhood plan documents. Saving us from creating and operating a separate web site.

-Mick also confirmed that our letter to Colin Carmichael Chief Exec of Canterbury Council detailing our request to designate the whole of Upper Hardres Parish as our Neighbourhood Plan Area had been signed by the Upper Hardres Parish Council Chair (Paul Gordon) and Parish Clerk (Clare Hamilton) and had been accepted by Colin Carmichael. This means that our neighbourhood plan was now an agreed and active live plan under construction.

#### **1. Update on the actions from our Jan Mtg, that are still outstanding**

Jan22/A11 Door to Door Canvassing using the revised leaflet showing the designated area as Upper Hardres Parish (and not just Bossingham) was not carried out.

New Action Mar22/A1 Dan to update the leaflet to give residents a choice of what they would like to see in our neighbourhood plan based on a list of potential options. We will use this revised leaflet to circulate to all residents/parishioners of our parish and put up these posters on notice boards across the parish.

New Action Mar22/A2 Dan to share a full list of possible options to each of the steering group members via a new steering group whatsapp group that he will now set up and each steering group member will choose those they consider most appropriate. We will then insert those that have been identified by most in the new leaflet. Note this will not be a first draft and does not preclude us adding others should we obtain a demand from our resident/parishioners.

#### **2. Feedback on Neighbourhood Plan Guidance**

The following steering group members each volunteered to provide feedback to the steering group on information/guidance available on neighbourhood planning and other local and national guidance and statutory documents

Alison and Simon advised us that no new development sites have been identified for the new "Canterbury Local Plan" in Upper Hardres.

Mick provided a email briefing on proposed next steps after designating the neighbourhood plan area from the "Locality Guidance Doc. On Neighbourhood Planning" and advised all steering group members to peruse this very useful document.

Geoff provided guidance on potential topics identified in the "NPPF" (National Planning Policy Framework", this was shared with Dan and will be used by each of the steering group members to identify potential topics for our neighbourhood plan ( see Mar22/A2).

From the guidance provided above it became very evident that we would need in our neighbourhood plan a compliance section that demonstrated that our neighbourhood plan was compliant with local district (Canterbury and Kent Councils) and national statutory guidelines and legislation.

Mar/A3 An ongoing reminder that when we construct the format of our neighbourhood plan to insert a compliance section to prove our plan meets local and national guidelines and legislation.

3. Presentation from Karen Britton, Canterbury City Council Planning Manager (Development and Engagement)

Karen gave a short talk on the next steps we probably needed to take now that we have had our designated area submitted and signed off

Specifically, the topics to cover in our neighbourhood plan, eg design and needs of housing, landscaping analysis, climate change (tree planting, charging points) village hall, transport.

Karen then answered a few questions with her responses summarised below

- That within the new Local Plan councils are being asked to allocate housing targets to communities who have a neighbourhood plan. However Canterbury council is already diving up their targets and allocating these targets to all areas in the district ( those with and those without neighbourhood plans). And that in the new Local Plan no new development is earmarked at present for Upper Hardres. Note Karen stated that new development was over 10 houses.

- That the weight of influence in planning applications was equal between what is in Canterbury's Local Plan and what would be in a completed Neighbourhood Plan.

- We posed a theoretical question "If we had a neighbourhood plan completed before planning applications for Star Field, identifying our housing need for smaller accommodation 1/2/3 bedrooms or identifying Star Field as a green space would the larger houses have been agreed? " and the answer was possibly not!

- Mar22/A3 An ongoing reminder that we need to be very clear and have evidence based information (potentially our 2019 "Housing Needs Needs Analysis") on what type of housing we potentially require over the next 5, 10, 15 years.

- We asked about "in-fill" development and the definition was very unclear!

- We also asked about are there any brown field sites in Upper Hardres Parish, none have been identified by the steering group and Karen agreed to check

- We also talked about other expert advice from within Canterbury Council and Karen agreed to follow up and provide introductions to other council officers , the name of paid planning consultant working for Chartham NP ( so Mick could talk to him about services provided and potential cost), provide info on most similar communities to ours with good neighbourhood plans and is willing to join our neighbourhood plan steering group on an ad-hoc basis advice and attend our future neighbourhood plan steering group meetings.

Mar22/A4 Mick to liaise with Karen on receipt and distribution of info from Karen and organise future attendance at our steering group meetings and contact Chartham paid consultant

#### 4. Next Steps

At the end of the meeting, we agreed the following

- Alison to organise dates and venues for all future steering group mtgs, Mick would continue for the time being producing notes for these meetings. Meetings to now be every 6 weeks on a Wednesday and that mtgs to last no longer than 90 minutes (7pm to 8.30 pm).
- Dan was creating a whatsapp group for the steering group members, all to send Dan their mobile numbers to Dan. This would enable faster communications within the steering group.
- We agreed a target date for completing our neighbourhood plan by 18 mtgs from the date of this meeting (Target Date is therefore 30th September 2023). Dan agreed he would be responsible for producing a project plan, possibly something for discussion at the next meeting.
- Chris agreed to take ownership of identifying how to obtain grants/funding for employing paid expert planners to advise us and help build our plan. Note submissions should be via the parish council,
- Discussion took place about status of “Hop Pocket as an asset of Community Value” which may have lapsed or need renewing
  - Mar22/A5 Mick to follow up with Paul Gordon chair UHPC
- Everyone agreed we need to up our communications with all residents/parishioners of Upper Hardres Parish on what they want to see in our Neighbourhood Plan and Why/Evidence ?

Date of Next Meeting to be Wednesday 11<sup>th</sup> May 2022.

Meeting closed at 9.15pm.