

Present :

Mick Broughton, Simon Warner, Dan Derham, Geoff Ware, Ali Hewitt, Paul  
Gordon Apologies : Maddy Hadfield, Chris Rowley

### 1 Meeting Notes Agreed and Actions Update for Nov21

A1/1 Notes from Chris Dobson circulated as reading material

A2/1 and A2/2 Maps of Bossingham/adjacent fields and woods and Upper Hardres Parish shared.

A2/3 Ali has identified two potential steering group volunteers from within the parish but outside Bossingham village - these are "Judy and Pete Campbell"

### 2 Neighbourhood Plan Steering Group volunteers from outside Bossingham village

Jan22/Action 1 Ali to provide contact details for Judy and Pete Campbell, so Mick can contact them, with an outline of what's involved in joining the neighbourhood plan steering group and inviting them to the next steering group.

### 3 Agreed Designated Area

We discussed the three options

- Bossingham village only - The steering group present dismissed this as a designated area as it took no account of adjacent fields, woods and views.
- Bossingham village and adjacent fields/woods - It was suggested that as this would be difficult to designate, describe and as it was almost 80% we should focus on the entire parish
- Upper Hardres Parish - the steering group present agreed that as we now had potential steering group volunteers from outside the village we would designate the boundary of our parish as the "designated area".

Jan22/Action 2 Mick has a draft format for "registering a neighbourhood plan designated area" and he should use this format to submit the designated area for our neighbourhood plan to Canterbury Council as the "Upper Hardres Parish Boundaries"

### 3 Determining our Next Steps

We discussed various information available including on line and expertise that we as a steering group need to build our knowledge of or engage to enable us to understand our next steps, specifically learning from; other completed/in progress neighbourhood plans, government/quango information on line, Canterbury Council Planning Officials and obtaining funding to engage experts in planning and neighbourhood plans.

From these discussions the following actions were agreed

Jan22/Action 3 Simon to revisit the existing and the under construction "Local Plans for Canterbury District Council" and identify the specific parts that impact Bossingham/Upper Hardres Parish and share a summary to the steering group.

Jan22/Action 4 Geoff to take a look at the NPPF (National Planning Policy Framework) and identify the potential impacts/issues we need to consider when building our neighbourhood plan and provide a first brief to the steering group.

Jan22/Action 5 Ali to look at the KALC (Kent Association of Local Councils) website to identify information and guidance that maybe useful to our steering group and provide a brief to the steering group.

Jan22/Action 6 Mick to relook at the "Locality" website specifically their guidance on neighbourhood plans and provide a brief to the steering group.

Jan22/Action 7 Paul to use precepts of parish councils who have similar amounts as our parish (£4K to £6K) to identify similar parishes to ours and try to identify and obtain copies if they have either completed or are implementing neighbourhood plans and provide a brief to the steering group.

Jan22/Action 8 Mick to seek advice and guidance from Karen Britton (Canterbury Council Planning Official) on what should be our next steps after registering our neighbourhood plan designated area with a view to inviting her to our next neighbourhood plan steering group meeting in March.

Jan22/Action 9 We also discussed how we would obtain funding (up to £10K available per year for neighbourhood plan steering groups from government) to finance the engagement of planning experts to assists our steering group in building, implementing and completing our neighbourhood plan. We did not allocate an owner for this action and need to consider this between now and our next steering group meeting in March !

Jan22/Action 10 We also discussed what other information we need to be aware of when building and implementing our neighbourhood plan. I will put this on the agenda for the next mtg in March. Can I also ask everyone on the steering group to also consider this and to share potential items before the next steering group mtg in March.

Jan22/Action 11 Dan and Mick agreed to canvass the residents outside of Bossingham in person before the next steering group mtg in March with a revised neighbourhood plan leaflet.

Jan22/Action11/1 Mick to update the existing leaflet and share with the steering group for agreement.

Jan22/Action11/2 Dan to liaise with Mick for dates to do canvassing in Feb/Mar.

Jan22/Action Not discussed at the mtg, but can I ask Paul to include in the next parish Mag that the neighbourhood plan is now being implemented for all of the parish of Upper Hardres and we plan to canvass residents outside Bossingham over the next few weeks.

Can I ask all steering group members to check I have covered everything discussed at our mtg in Jan and send to me any corrections or items not covered.

Can I also advise all steering group members that due to other commitments Elizabeth Nixon will be unable to continue her participation as a member of our neighbourhood plan steering group, I have written (emailed) thanking Elizabeth for her support especially the fantastic material she provided for our village event in October last year.

The date of the next mtg is Wednesday 30/03/22 at 7pm. We have the village hall booked but if it's really cold Ali has agreed to host the mtg at her home, we will confirm the venue a few days before