



## Neighbourhood Plan Working Party Meeting

Held virtually via Zoom on Tuesday 1 March 2022 at 6.30pm

Attendees Cllrs: Maggie Fenton (MF), Hugh Patterson (HP), Trevor Sawyer (TS), Hilary Andrews (HA), Dave Parrish (DP), Robert Assirati (RA), Lynn Assirati (LA), James Boot (JB)  
Chair Hugh Patterson (HP)  
Minutes Louise Goldsmith (Clerk)

### Minutes:

	Agenda Item	Action by
1	<b>Apologies for absence:</b> Peter Derbyshire (PD)	
2	<b>Approval of Minutes:</b> The minutes of meeting held on the 8 February 2022 were approved and signed as an accurate record.	HP
3	<b>Matters Arising:</b> <u>To receive a report from meeting held with Paddock Wood NPWP</u> Members noted the report of the meeting held with Paddock Wood NPWP prepared by JB. In summary it is apparent that East Capel is the main interface between the two areas and a potential source of tension. Unlike PW, CPC doesn't see east Capel as an urban area and want their design codes to reflect its rural heritage. Paddock Wood PC is opposed to the proposal for the sports hub on the Five Oak Green [A228] roundabout. It was noted that Capel hasn't been involved in any of the discussions. It was agreed that the joint meeting had been useful and that it would be helpful for the two working parties to meet again.	
4.	<b>Local Plan Examination Dates – to discuss the approach to the Public Inquiry</b> Noted that the Stage 1 Hearing commenced today. MF watched the proceedings online. General observation that the duty to co-operate with Maidstone Borough Council came up as an issue. Paul Brown, QC, acting for Save Capel also reminded the Inspector of the significant impact of the proposals within the Draft Local Plan for Tonbridge & Malling. The fact that the SSWG minutes have not not been in the public domain was also a point of discussion. It was noted that Capel Parish Council has submitted two additional questions to the Inspector to supplement the recently released MIQs for Stage 2 of the Hearing.	



# CAPEL PARISH COUNCIL

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5	<b>To receive an update on the development of Design Codes</b> JB offered to contact Sheina Rijanto and Mark Hughes from AECOM again for an update and to remind them about the Public Meeting on the 12 March 2022	JB
6.	<b>To discuss the development of policies to be included in the Neighbourhood Plan</b> The Clerk has circulated the draft policies and the group were encouraged to direct any comments to each author. JB suggested that each policy needs to be summarised into bullet points in a Powerpoint presentation for the Public Meeting. The Clerk has a projector and offered to put together Powerpoint slides for anyone who needs assistance. It was agreed that all Powerpoint presentations should be forwarded to the Clerk by Wednesday 9 March 2022.	All
7	<b>To discuss the format of the Visioning and Design Codes workshop due to be held on the 12 March 2022</b> Publicity: Agreed that the Clerk should place further notices with less details on Facebook and the website. Presentations – the author of each policy will present the key features for approximately 5 minute Maps – TWBC has agreed to produce some maps to be displayed and used in the groups. CPC to pay for the maps and the Clerk will collect these next week. Refreshments – the Clerk to arrange, HA to introduce the Clerk to Stephanie Chapman, a local caterer. Materials for the day – JB to provide a list and to liaise with the Clerk.	JB/Clerk
8	<b>AOB:</b> Nothing additional.	
9	<b>Next Meeting:</b> Thursday 10 March at 6.30pm to run through the Public Meeting (not a public meeting nor normal agenda)	

Minutes Approved

..... Name (Print)  
..... Signature  
..... Position  
..... Date

Legislation allows for meetings to be recorded by anyone attending. Persons intending to record or who have concerns about being recorded should please speak to the Clerk.