

**Minutes of the Neighbourhood Plan Sub-Committee meeting
held at 10.00 am on Thursday 14th December 2021 via Zoom**

Present: Cllr B Bayford (chairman), Cllr J Bayford and D Saunders
Community members, Peter Lorenzo, Laura Scotney, Sue Wall, Robert Holden

Kirsty Holroyd: Town Clerk
Danielle Dunn: Goldstone Town Planning

420. APOLOGIES FOR ABSENCE

None received

421. DECLARATIONS OF INTEREST

None

422. MINUTES

Members approved the minutes of the meeting held on the 30 September 2021 and it was agreed they could be signed as a true record at the next opportunity.

RESOLVED: Members agreed to note

423. TREE STRATEGY

The Town Clerk reported that the amendments to the tree mitigation policy as discussed at the last meeting had been approved by Council and the Tree Warden had updated the Tree Strategy (v7) to include them. The document will now sit as a reference document to the second edition of the Neighbourhood Plan.

424. COMMUNITY SURVEY

Members received the Appendix to the Regulation 15 consultation statement from Breakthrough Communications, but due to a miscommunication the introduction had not been completed and shared prior to the meeting. Mrs Dunn had only just received the consultation statement herself so reported that she would update the information needed and circulate it via email. She explained it could then be published on the Town Council's website but would be a live document and therefore subject to change.

425. LOCAL HERITAGE ASSETS LIST

i) Members received a report and consider the recommendations therein. They also received and considered the proposed additions to the Local Heritage Asset and the proposed revised list.

RECOMMENDATION:-

(1) that the properties recommended for inclusion into the Local Heritage Asset List be incorporated into the revised Neighbourhood Plan list with the additional of properties along the Western Esplanade.

(2) that the list of granite roadside kerbs be included in the Local Heritage Asset List and incorporated into the revised Neighbourhood Plan.

(3) that the identified assets be removed from the list.

(4) that the revised list can be submitted to CPRE for their review of the Kent Historic Buildings Index.

The chairman thanked Mr Lorenzo for all his work on this matter.

426. NEIGHBOURHOOD PLAN UPDATE

Mrs Dunn updated members of her work and next steps. The Town Council's website has been updated to include all the approved reference documents for the second edition. Mrs Dunn plans to write the updated document over the next month and circulate it in the New Year with a view to holding the public consultation in mid-February.

427. DATE OF NEXT MEETING

To be called in mid-January once Mrs Dunn has completed the next draft of the plan.

Meeting closed: 10:25 am