

The inaugural meeting of the Neighbourhood Plan Steering Group
Council Chamber, Pierremont Hall, Broadstairs
Monday 21st July 2014 at 6.30 p.m.

INVITED

Cllr Tim Seed, Town and District Councillor
Cllr Bob Bayford, Town and District Councillor
Cllr Roger Binks, Town Councillor
Cllr Gordon Edwards, Town and District Councillor
Cllr Jason Savage, Town and District Councillor

Sarah Pengelly, Town Clerk

Lorraine Williams - volunteer
Emma Pleasant - volunteer

Colin Moull
Mike Trevethick
Frances Daley

Agenda items marked * will require a decision from the Town Council.

MINUTES

1 APOLOGIES FOR ABSENCE

Cllr Tim Seed
Cllr Bob Bayford

2 DECLARATIONS OF INTEREST

3 OPEN DISCUSSION

Steering group: who what when where why and how

AGREED: keep quite informal, first names to be used

AGREED: 48 hour response time to requests for agreement / next actions

AGREED: Sarah to come to the first few meetings, and to remain on hand as adviser / enabler throughout, but after the next meeting Sarah will not attend all meetings.

Spending grant money and remaining time with Clare Wright

- Power to spend
- priorities
- note the grant spending deadline: all money to be spent by 31st December 2014

Publicity and consultation

- Setting up focus groups on specific issues
- Fliers / postcards
- Banners
- Online questionnaire: format, content and timing

AGREED: Colin work on large banners / posters for the railings on the sea front – can be funded from grant we have

AGREED: Colin put the poster into paper flier format for Town Council to print: Fran / Mike to distribute to doctor's surgeries, newsagents etc.

AGREED: Paper copies of questionnaire for those who can't / won't fill it on online – Gordon Edwards to distribute

AGREED: Roger Binks ensure Rotarians aware of Neighbourhood Planning

AGREED: Questionnaire format –

Make it very simple

Simple explanation of Neighbourhood Plan

Request postcode

Map of boundary of Broadstairs and St. Peter's

Consensus at workshops has been all of Broadstairs and St. Peter's: do you agree or would you prefer something else?

Link to Town Council website

Very simple diversity monitoring
Share with all before for feedback
Timing – FOUR weeks

AGREED: try to move the Neighbourhood Plan process forward as quickly as possible, while keeping the process robust

AGREED: try to secure agreement from Thanet District Council for the Neighbourhood Plan process to be used as a Supplementary Planning Document

4 FORWARD AGENDA ITEMS

Date of next meeting:
5.30 p.m. Monday 28th July (prior to Council Planning meeting)

Meeting closed at 8.10 p.m.