

Neighbourhood Plan Steering Group

MINUTES

Tuesday 3rd March 2015

APOLOGIES

Apologies were received from Bob Bayford, Roger Binks, Jo Gee, Ian Dale, David Saunders Jason Savage

Lorraine Williams gave forward apologies for two months from early April 2015 onwards

DISCUSSION

- No declarations of interest
- Minutes of last meeting – read and agreed, subject to amendment of Thanet District Council to Town Council under item 'Grant Money Spend'.
- Open discussion:

Boundaries planning	The only doubt regards the extent to which Westwood will be included in the plan area– which will also have a financial impact on the plan. Decision expected late April 2015 SP and LW met Jo Wadey and Adrian Verrall at Thanet District Council to discuss this. Discussions will continue	
Mini magazine and Housing Needs questionnaire created by LW	Had been delivered to all households in parish. Hundreds of responses already. Responses will need to be analysed: may need to apply for a further grant. No capacity to check the paper responses for references to Local Plan and redirect respondees to Thanet District Council: can only do this for email responses.	
Topics	Not enough members to have break-out groups to discuss specific topics. Suggest group continues to meet as a whole, SP to book a regular monthly slot in the Council Chamber on Tuesdays at 7 p.m. because that suits most. Can add a 2 p.m. meeting occasionally to enable those who can't make evenings to attend. Suggest $\frac{3}{4}$ of meeting time is spent on the topic, the rest of the time on group admin.	

	<p>First topic: update to Town Design Statement, so it can be incorporated into the Plan. If you would like a paper copy, let SP know and she'll provide.</p> <p>It is available in electronic format here: http://www.broadstairs.gov.uk/Core/Broadstairs/Pages/Town_Design_Statement_2.aspx</p>	
Retort House	<p>Paul Machin gave update on Retort House: initial investigation report into Retort House as it is will be commissioned. Is it viable for upgrade as it stands or is it too fragile / too small to upgrade and adapt? If ok, 2nd consultant will look at community consultation and feasibility.</p> <p>SP to return to National Association of Local Councils for further legal advice on taking section 106 money to do the work and acquire the building.</p>	
Annual Town Assembly	<p>Tim Seed will thank those who return Housing Needs questionnaires, and give an update on Neighbourhood Plan</p>	
Any other business		

NEXT MEETING:

Tuesday 2nd June 2015 at 7 p.m.