

MINUTES OF A MEETING OF THE CRANBROOK & SISSINGHURST
NEIGHBOURHOOD DEVELOPMENT PLAN STEERING GROUP HELD ON 29th
APRIL 2019

PRESENT: Cllr. Fletcher (in the Chair) and Cllr. Veitch. Lee Hatcher, Annie Hopper, June Bell, Jeremy Boxall, Rebecca Cassidy, Nem Goodman, Garry Pethurst and Liz Daley (in part).

APOLOGIES: Cllrs. Warne, Cook, Smith and Marcus Boret

In the absence of the Chairman and Vice Chairman those present nominated Cllr. Fletcher to take the Chair.

Cllr. Fletcher read out the following statement:

Members are required to declare any interests, dispensations, predetermination or lobbying on items on this agenda. Members are reminded that changes to the Register of Interests should be notified to the Clerk.

Annie Hopper, Lee Hatcher Rebecca Cassidy and June Bell all declared a personal interest as members of the CVLT (Crane Valley Land Trust). Annie Hopper and Liz Daley declared an interest as Members of the Brick Kiln Advisory Group.

MINUTES FROM PREVIOUS MEETING – Several points were raised:

- a) A copy of TWBC Draft Local Plan policies for Cranbrook & Sissinghurst had not yet been received (Item 1 paragraph 2).
- b) Jeremy Boxall had spoken to Planning Department who had clarified that if the 44 new dwellings in Sissinghurst Road were approved this would then be taken off Sissinghurst allocation total.
- c) Item 8 – June Bell gave an update on the unadopted footway in the Turnden/Brick Kiln Farm area. Contact had been made with Jonathan Bibby the KCC Public Rights of Way Officer and been advised on how to apply for a change to the definitive PROW maps. The Brick Kiln Farm Advisory Committee met on 19th April and it was agreed that there would be little benefit to pursuing this action any further.

1. TWBC/KCC Liaison:

Jeremy Boxall read out an email from Stephen Baughen indicating that the Draft Local Plan Policies for Cranbrook & Sissinghurst have been agreed by the Policy Procedures Working Group. They are currently in the process of cross checking the policies for consistency across the plan and should be in a position to send them to us soon.

June Bell reported that a meeting had been held with Stephen Baughen, Cllrs. Warne and Smith on 29th March and following on from this meeting the 26 sites had been forwarded and comments had been received from Ellen Gilbert Tunbridge Wells Borough Council Planning Officer, plus KCC Highway comments from April 2018 however these may need to be updated.

2. HOUSING NEEDS ASSESSMENT AECOM REPORT:

The Housing Needs Assessment was now available on the Neighbourhood Development Plan Website. Cllr. Fletcher quoted from the report that 25% of all housing should be affordable and 240 units 1-2 bedroom.

3. SITE ASSESSMENT & ALLOCATIONS:

Rebecca Cassidy asked what matrix had been used to score the sites and she would like to see calculation and how they got to the end product. However, Jeremy Boxall commented that every site is still a potential site at the present time as the Strategic Environment Assessment has not been carried out by AECOM and density of sites were unknown. June Bell reported that it was Tunbridge Wells Borough Council who had said SEAs had to be undertaken.

Annie Hopper reported that we are now in receipt of the Scoping Report Version 3 from Cheryl Beattie AECOM and this had now been forwarded to Statutory Consultees as previous discussed. June Bell commented that Cheryl Beattie had updated the report to reflect NDP comments and had also attached the comment responses so the Steering Group could see more clearly what she had done, and reasons why certain changes have been avoided. These comments to be forwarded to the Steering Group for information. The full Scoping Report is available for all to view in the Parish Office.

Annie Hopper reported that at present they were holding weekly meetings of the Site Assessment Group and notes of these have been taken and will be circulated.

Discussion took place on whether there would be any merit on splitting sites after discussion it was agreed that this is a question that would be put to AECOM.

4. POLICY DEVELOPMENT:

June Bell reported that much still needs to be undertaken and proposed that Richard Eastman from FERIA Urbanism be invited to attend on a couple of days 22nd/23rd May to meet with the task groups to give help and advice on what we still need to do with the draft policies. Cllr. Veitch raised a concern that no invoices had been received from FERIA Urbanism recently and it would be useful to know budget and days left for the new financial year. There was a need to refine the policies to include for example climate change, carbon neutral housing and charging points for electric cars.

Cycle Project – Jeremy Boxall gave a report on the project and discussions which have taken place with Jonathan Bibby the KCC Public Right of Way Officer and David Scully the Landscape Officer from Tunbridge Wells Borough Council to create a Cycle Way from Bedgebury to Sissinghurst Castle. A fully costed proposal would be received in order to apply for Section 106 funding.

5. REVISED PROJECT TIMETABLE:

Garry Pethurst had produced a spreadsheet giving details of the revised project timetable as the previous dates had proved to be unrealistic. He went through this timetable in depth.

They had just completed Scoping Report with AECOM and this had now gone to the statutory consultees Natural England, Historic England and the Environment Agency and this

will take approximately 16 weeks but he is not sure when the 16 weeks will start from. This will determine any adjustments to draft policies. June Bell reported that it was Tunbridge Wells Borough Council who had said SEAs were required on all sites after receiving a screening opinion from the statutory consultees.

Jeremy Boxall commented that that the biggest change might be a specific site for instance reduction of housing numbers for environmental and strategic reasons until a SEA is undertaken we will not know. When the NDP is published the Strategic Environmental Assessment will be published alongside it as the two documents go together.

A conference call will take place with AECOM on Wednesday morning and the Steering Group are putting forward a number of questions seeking guidance on how to progress. June Bell explained that after this conference call they would have more idea of what is required. Annie Hopper emphasized that it is really important to move forward and need to have the policies completed in the next 4 months. Annie Hopper went on to say that NDP needed to follow due process and get the evidence base.

Jeremy Boxall had received two documents which he felt were worth looking at: "How Green is My Plan" and "Active Design". These would be circulated to members electronically.

The NDP Steering Group will be giving an update to the Parish Council on 13th June 2019 prior to the Full Council Meeting and further presentations as necessary prior to public consultation. No date had been set for the Public Consultation however we would be in a position to do so in the near future. It was hoped to hold public exhibitions in Sissinghurst, Hartley, Cranbrook and Colliers Green. Once the Draft NDP Document had gone through Consultation and received approval of the Parish Council this could then be submitted.

Cllr. Fletcher thanked Garry Pethurst for a great piece of work which had proved so helpful in showing where the project was at present and potential future dates to work against. Garry Pethurst agreed to produce a list of specific dates which could be sent to all Parish Councillors.

6. PUBLIC ENGAGEMENT:

- a) Cllr. Warne had written an article giving an update on the NDP in the Spring Edition of the Parish Cake.
- b) Jeremy Boxall had written an article which appeared in the Sissinghurst Parish Magazine.
- c) A report was given at the Annual General Meeting of the Parish Council held on 24th April 2019 which all parishioners were invited to attend.
- d) There is a Communication Meeting being held on 1st May which will explore using social media more as a means of communication.

7. STAKEHOLDER ENGAGEMENT:

- a) Fridays had forwarded a plan of proposed development and they have been asked to keep NDP informed of any updates.
- b) Jeremy Boxall tabled the plans for the site of housing and new village hall in Sissinghurst.

8. ITEMS FOR INFORMATION:

- a) Lee Hatcher asked how the Steering Group would be made up in the future. Cllr. Veitch explained at the first meeting of the Parish Council to be held on 9th May the new Councillors

volunteered to be members on various Committees and at the next meeting of NDP Steering Group members of the public who are currently on the committee can be co-opted.

b) Liz Daly gave an update on the Brick Kiln Site and in particular the random footpaths going to nowhere which will be taken up with David Scully. A meeting is due to be held with the developer on 10th May 2019.

c) Rebecca Cassidy raised the point of the Matrix used in assessing sites, Garry Pethurst replied that this would be sent out electronically

9. NEXT MEETING:

It was noted that the next meeting was scheduled to take place on Monday 20th May 2019 7.00pm in the Council Chamber.

Signed

Date: 9th May 2019