

Draft notes on a Meeting of Tatsfield Parish Council Neighbourhood Plan Steering Group held on Tuesday 11th October 2022

Present: Martin Allen (MA), Bob David (RD), Ian Hayman (IH)
Ian Mitchell (IM), Jason Syrett (JS),

There was 1 parishioner present - Jim Kenney (JK)

The meeting commenced at 20:00

	Action
<p>1. Apologies had been received from Paul Jackson (PJ) Ruth Yeeles (RY), Jim Yeeles (JY) Ashley Clifton (AC) Kim Jennings (KJ) and Nichola Stokoe (NS)</p>	
<p>2. Declaration of Interests – No interests declared.</p>	
<p>3. The Minutes of the Meeting held on 6th September 2022 were presented, accepted and signed by MA. By resolution, the Minutes were accepted and adopted as a true record. The Minutes would be passed to the Parish Council (PC) for acceptance at its next meeting. In the meantime, IM would upload these Minutes to the website as a draft copy and RY to Drop Box. 3a. Matters arising: and still outstanding: Links to all documents from the Neighbourhood Plan to the Neighbourhood Plan website were still to be completed.</p>	<p>PC Clerk / IM RY</p> <p>MA</p>
<p>4. Dropbox–RY had confirmed that Dropbox was working correctly and she had put in all the latest documents received.</p>	
<p>5. Update of the Neighbourhood Plan Reg 14 Consultation a. Local Green Space Designation questions. To draft a letter to owners of the Green Spaces we would like to designate. IM checking ownership and addresses. Address details as per the Appendix below. MA Draft was agreed with some amendments. <u>Consultation Papers</u> Further information regarding items 5.2 Public Drop-in 6.1 and 6.2 Consultations and 7.2 Feedback received on the Public Drop-in Consultations was added along with the statutory responses that were changed in response to Thames Water response. To consider amendments from IM Email 10/10/2022 <u>Basic Statement</u> This document has been raised and completed by JS as a really good piece of work for which he was thanked by the members present. <u>Email from a resident</u> An email had been received by a resident regarding a very late response to an email that the Chairman had been promising to send for some time. The Chairman said the resident was right but the time available had been spent on putting together the NP and related documents rather than going back over matters that he held did not have any real effect on the NP. The resident disagreed. The email had been shared with the committee and it was agreed that the Chairman should spend some time in responding to the resident.</p>	<p>MA to send</p> <p>JS to update</p> <p>MA to reply</p>
<p>6. Website – IM reported that visitors in September were 67 (49 in August) and so far this year there had been 1006 visitors to the site, compared with 528 for the whole of 2021. It was further suggested that villagers should be reminded of these numbers and directed to the Tatsfield Neighbourhood Plan website.</p>	<p>MA to do after the website has been finally updated.</p>

<p>7. What do we do next from here?</p> <p>Submission under Regulation 15 of the Neighbourhood Plan Regulations: to TDC - the Local Planning Authority. JS To submit the final documents as the Chairman will be away for a week.</p> <p>Updated draft of the Tatsfield Neighbourhood Plan</p> <ul style="list-style-type: none"> -Consultation Statement - Basic Conditions Statement - Local Green Spaces paper. <p>And to upload the four documents to the Dropbox file</p> <p>And upload the four documents to the Neighbourhood Plan website</p> <p>Thanks were expressed by the Chairman to all those present along with a special thank you to JS who had spent a lot of time working on the documents over the last 18 months or so. As had been commented on before by a resident “an impressive piece of work” with thanks to everyone that had put time and effort in to this plan.</p>	<p>JS to submit</p> <p>RY</p> <p>IM</p>
<p>8. Next Meeting: Wednesday 16th November at 8pm in the A.M.B.</p>	
<p>The meeting closed at 8.47 pm</p>	

MA/JH/08/22

..... Chair..... Date

As part of selecting these areas for designation as Local Green Spaces, the Tatsfield Neighbourhood Plan Steering Group have consulted with the relevant landowners as follows:

Local Green Space	Owners	Addresses	Date Consulted
Millennium Wood and KE(VII) Memorial Ground	Tatsfield Parish Council	c/o Parish Clerk 33 Alexandra Road Warlingham, CR6 9DW	
Kemsley Wood	Tatsfield Parish Council	c/o Parish Clerk 33 Alexandra Road Warlingham, CR6 9DW	
Ashen Shaw	Tatsfield Parish Council	c/o Parish Clerk 33 Alexandra Road Warlingham, CR6 9DW	
Limehouse Bottom	Multiple addresses in Shipfield Close	Addresses not being published	
Park Wood	Orida Hotel Golf and Leisure	Park Wood Golf Club, Chestnut Avenue, Tatsfield, Westerham TN16 2EJ	
Parsons Shaw	Ashton Holdings	Address not being published	