



PADDOCK WOOD NEIGHBOURHOOD PLAN STEERING
GROUP
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**MINUTES OF THE NEIGHBOURHOOD PLAN MEETING HELD ON
WEDNESDAY 16th March 7PM AT THE WESLEY CENTRE, PADDOCK
WOOD.**

Present: Meryl Flashman (in the Chair), Mark Airey, John Flashman, David Henshaw,
Richard Barsley, Ralph Oxberrow, Carol Williams

APOLOGIES: Andrew Clements, Sarah Hamilton, Jim Large, Andy Mackie,

1. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting held on Wednesday 17th February 2016 were approved.

2. MATTERS ARISING FROM THE PREVIOUS MINUTES

- The Wesley Centre has now been booked for the following additional dates:
20 Jul 2016, 17 Aug 2016, 21 Sep 2016, 19 Oct 2016, 16 Nov 2016, 21 Dec
2016
- Edenbridge visit (AM)

In the absence of Andy, David fed back as he also was involved in the visit to Edenbridge.

The Eden Centre is a single-storey building built on the site of the former Eden Valley School which cost £2.2 million and is managed by KCC. There are a number of air-conditioned rooms of different sizes. Regular tenants include Eden Baptist Church, West Kent Housing and the Citizen's Advice Bureau (CAB) which has private rooms where CAB staff can meet people and offer advice. There are also rooms available which members of the public can hire.

The Eden centre also homes a modern library where you can hire DVDs, audio books or use free PCs when you become a library member.

The Centre also offers a range of facilities to accommodate disabled users

3. TREASURER'S REPORT

The current grant period expires at the end of the financial year by which time the £8000 grant from Groundwork UK will have been spent. Nichola Reay, Town Clerk, will submit a final monitoring report within one month of the completion of the

planned activities which will update on Project progress, confirm the final spend of the grant and provide a complete and accurate record of the eligible expenditure.

The grant level for 2016-17 has been increased from £8000 to £9000. There is a possibility that further grant money can be accessed as Paddock Wood is expecting over 500 new homes to be built.

4. ENGAGEMENT

Mark was thanked for the hard work put into advertising tomorrow's meeting. About 40 people are expected and as well as leafletting, the event has been heavily advertised on Facebook.

It appears that there was a shortage of leaflets for distribution and at least three members of the steering group, living in central locations did not receive a flyer.

Arrangements for 27-28th April event:

Fliers to be distributed w/c 14th April

Meryl to see if the deadline for an advert to be placed in Contact/Town Crier has been reached.

John to produce a press release next week for entry in the Courier, Kent Messenger, Tunbridge Wells Times, Kent on Sunday and Town Crier.

Carol to contact the Primary and Secondary schools re advertising the event to parents via Parent mail or its equivalent.

Ralph agreed to help Mark hand out leaflets at the station prior to the event. Dates to be agreed between Ralph and Mark.

Ralph also agreed to ensure that piles of leaflets were placed at the station, in the Health Centre and at Putlands Leisure Centre. Mark to ensure Ralph supplied with leaflets.

David to speak to Caroline, at the Church Office, about advertising the April event in "Day by Day".

Mark to be responsible for organising leaflets, promoting the event on Facebook and organising some A3 posters which can be displayed around the town.

Piles of leaflets should also be made available in the Church as there are daily events taking place there.

Carol to investigate the possibility of refreshments being provided by members of the Church. Getting an organisation to sponsor the cost of refreshments was also discussed. Alternatively the Steering group could organise the provision of tea and biscuits free of charge and have a tin available for donations.

Carol also mentioned the possibility of involving the Youth Council in the Neighbourhood Plan

5. VISIONING EVENT

This will be held on 17th March 2016

39 people have already committed to attending this event. Not all steering group members are able to come. Feria-Urbanism has requested that 8 tables are set up in the hall. Tables and chairs will need to be collected from the main hall cupboard.

6. ANNUAL TOWN MEETING

The annual town meeting is to be held on Wednesday 20th April at the Primary School.

It was agreed that a vertical banner should be purchased which if available in time will be displayed at the meeting. A final decision on what to put on the banner will be decided after the visioning event.

The Town Council display board is also available for use at the meeting. The display needs to include the Paddock Wood Neighbourhood plan LOGO, links to the Twitter and Facebook accounts, links to the Feria and Town Council websites.

7. SOUTH EAST NEIGHBOURHOOD PLANNING ROADSHOW

Ralph attended this roadshow at East Grinstead on March 9. He found it extremely interesting and recommended the Roadshow to other Steering Group members if they had the opportunity to attend in the future,

For further details please visit <http://www.ruralsussex.org.uk/south-east-neighbourhood-planning-roadshow/>

8. A.O.B.

- A group of interested individuals have been taken by Jonathan White to visit the Swanley community centre.
- A Planning Conference was attended by David Henshaw and Carol Williams at which Neighbourhood Planning was discussed. The importance of a good working relationship with the Borough Council was stressed and it was suggested that it is important to look at the whole parish rather than just the

centre. A visual impact assessment was recommended which should include where you wouldn't build as opposed to where you would build.

- Meryl reported that the Succeed website subscription is due to lapse. Chris Gregory has sent her zipped files of the website in case the information is required in the future
- Ralph would like to attend a 2 day seminar in Nottingham about the future of the high street which will cost £350. The Business Association will contribute £175 towards his attendance and the Steering Group was asked if they would pay the balance. This was agreed unanimously.

9. INGRAM'S PLAN FOR PADDOCK WOOD

Due to illness John Ingram was unable to attend the Steering Group meeting to talk about his ideas for Paddock Wood Town Centre.

10. DATE OF NEXT STEERING GROUP MEETING: Wednesday 18th May 2016 7pm at the Wesley Centre

Dates of future Steering Group meetings: Wed 18th May, Wed 15 June, 20 Jul 2016, 17 Aug 2016, 21 Sep 2016, 19 Oct 2016, 16 Nov 2016, 21 Dec 2016

Meryl Flashman
16th March 2016